



TRANSPORTATION PLANNING BOARD

Wednesday, February 17, 2021
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**
Charles Allen, 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 February 17, 2021 to be relayed to the board at the meeting.
- 12:15 P.M.** **2. APPROVAL OF THE JANUARY 21, 2021 MEETING MINUTES**
Charles Allen, TPB Chair
- 12:20 P.M.** **3. TECHNICAL COMMITTEE REPORT**
Jason Groth, TPB Technical Committee Chair
- 12:25 P.M.** **4. COMMUNITY ADVISORY COMMITTEE AND ACCESS FOR ALL COMMITTEE REPORT**
Elisa Walton, CAC Chair
Canek Aguirre, AFA Chair
- 12:35 P.M.** **5. STEERING COMMITTEE ACTIONS AND REPORT OF THE DIRECTOR**
Kanti Srikanth, TPB Staff Director
- This agenda item includes Steering Committee actions, letters sent/received, and announcements and updates.
- 12:45 P.M.** **6. CHAIRMAN'S REMARKS**
Charles Allen, TPB Chair

INFORMATION ITEMS

- 12:50 P.M.** **7. BRIEFING ON THE DRAFT FY 2022 UNIFIED PLANNING WORK PROGRAM**
Lyn Erickson, TPB Plan Development and Coordination Program Director
- The board will be briefed on the draft Unified Planning Work Program (UPWP) for FY 2022 (July 1, 2021 through June 30, 2022). The UPWP is an annual statement of work identifying the planning priorities and activities to be carried out within a metropolitan planning area and serves as the TPB staff's work scope for the upcoming fiscal year. The board will be asked to approve the FY 2022 UPWP at its March 17 meeting.
- 1:05 P.M.** **8. BRIEFING ON THE DRAFT FY 2022 COMMUTER CONNECTIONS WORK PROGRAM**
Nicholas Ramfos, TPB Transportation Operations Programs Director
- The board will be briefed on the draft Commuter Connections Work Program (CCWP) for FY 2022 (July 1, 2021 through June 30, 2022). The CCWP is an annual statement of work that identifies alternative commute program projects and services designed to help improve traffic congestion and meet regional air quality goals in the non-attainment area. The board will be asked to approve the FY 2022 CCWP at its March 17 meeting.
- 1:20 PM** **9. VISUALIZE 2045: "VOICES OF THE REGION" PUBLIC OPINION SURVEY RESULTS**
Karen Armendariz, TPB Public Engagement Specialist
Olivia Saucier, ICF Consulting
- The board will be briefed on the results from a region-wide public opinion survey that the TPB conducted last fall. The survey will provide input for a range of TPB planning activities, including the 2022 update to Visualize 2045.
- 1:45 P.M.** **10. PRIORITY AIRPORT GROUND ACCESS PROJECTS**
Arianna Koudounas, TPB Transportation Planner
- The board will be briefed on the priority projects included in Visualize 2045 that support airport ground access. These projects were recommended by the Aviation Technical Subcommittee as part of TPB's Continuous Airport Systems Planning Program and are important because of their potential to improve access to the region's three major commercial airports: BWI, DCA, and IAD.

NOTICE ITEM

1:55 P.M. 11. CORONAVIRUS RESPONSE AND RELIEF SUPPLEMENTAL APPROPRIATIONS ACT OF 2021 (CRRSAA)

Nicholas Ramfos, TPB Transportation Operations Programs Director

The board will be briefed on the proposal and schedule to solicit and select eligible projects for the CRRSAA funding appropriated to the Washington region for current and past FTA Section 5310 grant recipients.

2:00 P.M. 12. ADJOURN

The next meeting is scheduled for March 17, 2021.

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

**TRANSPORTATION PLANNING BOARD
MEETING MINUTES**

January 21, 2021

VIRTUAL MEETING

MEMBERS AND ALTERNATES PRESENT

Charles Allen, TPB Chair – DC Council
Lezlie Rupert – DDOT
Mark Rawlings – DDOT
Kristin Calkins - DC Office of Planning
Brooke Pinto – DC Council
Ella Hanson – DC Council
R. Earl Lewis, Jr. – Maryland DOT
Jeff Hirsch – Maryland DOT
Jason Groff – Charles County
Reuben Collins – Charles County
Patrick Wojahn – College Park
Denise Mitchell – College Park
Kai Hagen – Frederick County
Kelly Russell – City of Frederick
Neil Harris – Gaithersburg
Dennis Enslinger – Gaithersburg
Emmet V. Jordan – Greenbelt
Craig Moe - Laurel
Bill Goddard - Laurel
Gary Erenrich – Montgomery County Executive Office
Evan Glass – Montgomery County
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
Mark 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
Jeannette Rishell – Manassas Park
Ann B. Wheeler – Prince William County
Victor Angry – Prince William County
Mark Phillips - WMATA

MWCOG STAFF AND OTHERS PRESENT

Kanti Srikanth
Chuck Bean
Lyn Erickson
Mark Moran
Tim Canan
Paul DesJardin
Tom Gates
Bryan Hayes
Sergio Ritacco
John Swanson
Abigail Zenner
Deborah Etheridge
Ken Joh
Charlene Howard
Abdul Mohammad
Dusan Vuksan

Dan Koenig - FTA
Nancy Abeles – CAC
Sally Kidalov – Fairfax County
Christopher Laskowski – DC Council

Materials referenced in the minutes can be found here:

mwcog.org/events/2021/1/21/transportation-planning-board/

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

Chair Allen said that the meeting was being recorded and broadcast and that the process for asking questions and voting would be the same as past meetings. After each item members would be asked to comment or vote by jurisdiction.

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

Ms. Erickson said that two public comments were received. She said that the Coalition for Smarter growth suggested that there are critical gaps in the proposed Visualize 2045 planning assumptions and analysis. They recommended that two land-use scenarios be modeled, and that the climate change mitigation study should be completed sooner than planned. She said that another letter was received from the Northern Virginia Transportation Alliance. This letter shared their transportation priorities statement, including the transportation priorities of 24 regional business and civic organizations. The complete text for both comments can be found with the meeting materials.

2. APPROVAL OF THE DECEMBER 16, 2020 MEETING MINUTES

Ms. Sebesky made a motion to approve the December 2020 TPB meeting minutes.

Mr. Angry seconded the motion.

The minutes were approved by the board.

3. TECHNICAL COMMITTEE REPORT

Mr. Groth said that the Technical Committee met on January 8 and reviewed several items including the UPWP presentation that was on the board agenda. He said the committee also discussed the many elements in Visualize 2045. He said that the committee was briefed on the Transportation Land-Use Connections Program. He said that this program is incredibly beneficial. He said that the committee also received the comments from the Coalition for Smarter Growth. The complete summary can be found with the meeting materials.

Ms. Kostiuk asked for staff to respond to the comments from the Coalition for Smarter Growth.

Mr. Srikanth said that the work has begun to start the planned detailed technical analysis examining the levels of outcomes in various strategies that will be needed to realize the region's greenhouse gas reduction goals – both for 2030 and 2050; that staff plans to complete the analysis by December 2021, noting that this is quite an expedited schedule, since the last time we worked on something like this it took about 18 months. The conformity analysis of the Visualize 2045 update will begin later this year with results being shared with the board around April of 2022. By that time the board will have the findings of both – the greenhouse gas technical analysis identifying the levels of outcomes needed to achieve greenhouse gas reduction goals and the analysis of the updated Visualize 2045 Plan showing the levels of outcomes it would provide. This comparative analysis will help identify the gap and inform continued planning and programming decisions.

Mr. Srikanth said that regarding incorporating the regional housing targets into the Visualize 2045 update, especially the additional number of housing units being called for by 2030 and 2045, that the Planning Directors of the TPB member jurisdictions are currently engaged in examining how this can be accommodated in the local housing plans consistent with their planning and zoning framework. Staff expects that as the Planning Directors complete this assessment, they will reflect the changes in future updates to the forecasts they provide TPB for our use. We are obliged to use the official forecasts from the Planning Directors. We are expecting Planning Directors to provide us with an updated round of forecasts, round 9.2, which we believe reflects changes compared to round 9.1, but does not fully reflect the housing goals. Work on fully integrating the housing goal continues and we expect there to be a major update once the 2020 Census results become available. Mr. Snyder asked if Mr. Srikanth could summarize his comments and send them to the board members.

Mr. Srikanth said he would do that.

Mr. Phillips said that WMATA wants to see the greenhouse gas emissions and VMT targets. He suggested that one of the scenarios be a direct set of targets for VMT reductions.

4. COMMUNITY ADVISORY COMMITTEE REPORT

Ms. Abeles said that the CAC met 10 times in 2020 to fulfill its mission. She thanked staff for their help. She said that the committee provided substantive input into three products approved by the TPB. These include the safety resolution, the Participation Plan, and the CAC update. She said that the CAC encourages the TPB chair to meet regularly and establish a strong working relationship with the CAC chair and the board, to keep each group invested and engaged with each other. The committee also encouraged staff to produce more sharable information material. The committee also expressed an interest in learning more about what is going on in each of the member jurisdictions. Finally, the committee feels there is a lack of commitment from the TPB members to support implementation of the Aspirational Initiatives. The complete CAC annual report can be found with the meeting materials.

Ms. Taveras asked for more specificity about the issues that needed more support.

Ms. Abeles described her experience living in Montgomery County and said that the support for the Aspirational Initiatives varies by jurisdiction.

5. STEERING COMMITTEE ACTIONS AND DIRECTOR'S REPORT

Mr. Srikanth said that his written report can be found with the meeting materials. He said that the Steering Committee approved three TIP amendments, two from Maryland and one from the District of Columbia. He said the Steering Committee allocated additional money to fund a Transportation Alternatives Set-Aside project that needed additional funding. He said that the TPB is currently accepting applications for the Transportation Land-Use Connections Program. He said that the TPB is also soliciting applications for improving roadway safety in the region.

Mr. Srikanth said that a memo, on page 59 of his report, documents that three northeastern and mid-Atlantic states – Connecticut, Massachusetts, and Rhode Island – have joined the District of Columbia to sign a memorandum of understanding committing their jurisdictions to the transportation and climate initiative program, once the program is developed. This program caps the amount of greenhouse gas and CO2 emissions that can be released from fossil fuels used by on-road vehicles. Once the cap has been established, fuel suppliers will have to purchase permits to sell gasoline. Revenue generated from those permits will be used for implementing projects and programs to reduce greenhouse gas emissions. He said Maryland and Virginia are working with the other states developing the program details, and have not yet signed the memorandum of understanding.

Mr. Srikanth said that as part of Visualize 2045 staff is conducting focus group sessions as part of the qualitative public opinion research.

Mr. Srikanth said that the latest round of federal funding to help mitigate the economic impact of COVID-19 pandemic provides \$50 million nationwide for the enhanced mobility program. He said this program assists seniors and individuals with disabilities. He said the TPB administers this program in the region and will be receiving \$590,000. Staff will develop a proposal for how to distribute this funding in the region.

Mr. Srikanth encouraged board members to share information about Visualize 2045 with their constituents. He also announced the retirement of Mr. Mohammed who worked at COG for 32 years.

The board applauded Mr. Mohammad for his service.

Mr. Allen asked if there was a timeline for the new enhanced mobility funding.

Mr. Srikanth said the process should be the same as in the past. He said that exemptions have been made to distribute the funds as expeditiously as possible. He said he would be sharing the plan for distributing these funds with the board next month.

Mr. Lewis said that work on the transportation climate initiative is moving forward in Maryland.

6. CHAIR'S REMARKS

Chair Allen said that this is his second time serving as TPB chair. He said that he has been tasked with more fully integrating considerations of equity, diversity, and inclusivity into the transportation planning and programming activities of the board. He said that in 2021 the board and staff will be working on the 2022 update to the TPB long-range transportation plan, Visualize 2045.

Chair Allen said that recovering from the COVID-19 pandemic has put members of the board in a position to do their best to aid in the recovery from disruptions and setbacks caused by the pandemic, not just as representatives of individual jurisdictions but also as representatives of the region as a whole. Reflecting on the last year, he shared two observations related to the pandemic. First, is how a reduction in peak period demand can significantly reduce congestion, reduce energy consumption, and improve air quality. Second, is how precarious the state of public transportation is. He said he anticipates that 2021 will have two distinct phases. In the first, personal and public health issues are put on a path of recovery. Next is work recovery. For that second part, the TPB needs to focus on recovery actions that address the inequities that have been highlighted and exposed in the last year.

Chair Allen named Mr. Aguirre to replace Ms. Kostiuik as chair of the Access for All Advisory Committee (AFA).

ACTION ITEM

7. APPROVAL OF 2021 APPOINTMENTS TO THE TPB'S CAC

Mr. Hayes described the recruitment process for the Community Advisory Committee (CAC) and said that 41 applications were received from 15 member jurisdictions. He said that 29 of the applicants had not served on the CAC; that 12 are returning members; and that 15 graduated from the TPB's Community Leadership Institute. He said that TPB officers made nominations with input from staff who used selection criteria. His presentation listed the nominated members. He encouraged the board to approve the officer nominations and said more detail can be found in his memo.

Ms. Newton made a motion to appoint members to the 2021-2022 CAC.

Ms. Sebesky seconded the motion.

The motion was approved.

Chair Allen named Ms. Walton from the District of Columbia to serve as CAC chair for 2021.

INFORMATION ITEMS

8. TRANSPORTATION IMPACTS OF THE COVID-19 PANDEMIC IN THE NATIONAL CAPITAL REGION

Mr. Canan presented a video and presentation to review impacts of the COVID-19 pandemic in the region. The information was from multiple sectors and from multiple departments of COG. The presentation highlighted analysis of transportation and economic impacts.

Mr. Allen noted the importance of this work for the recovery post pandemic. He asked for more information about the additional work that Mr. Canan described.

Mr. Canan said the additional work would include both adding to the dataset and revisiting the findings regarding impacts as the year goes on.

Mr. Philips noted that the transit impacts on ridership can be attributed to supply and demand. He explained that there were fewer riders but there were also some closures of routes and other schedule changes that would also result in fewer riders.

Mr. Snyder noted that when looking at this analysis there are positives and negatives. He gave an example of a positive being fewer vehicles on the roads but a negative being major job losses in hospitality. He noted the importance of understanding these observations for future transportation planning.

Ms. Taveras noted the severe inequities related to who has been most impacted by COVID-19. She asked about analysis related to health inequities in different zip codes across the region and particularly noted the higher rates of infection for Black and Latino residents.

Mr. Bean responded that the COG Board received a presentation from the American Public Health Association on that very topic. He spoke about COG's work with the region's health officials and other ongoing work on health equity. He said the health officials committee could follow up with Ms. Taveras.

Mr. Glass followed up on Ms. Taveras' comment noting that there has been press reports about inequities during the pandemic and especially for workers who cannot work from home. He noted the importance of having bus and other transit service for these groups. He asked if there was a way to

extrapolate data about the workforce that is not federal and might be continuing to ride transit during the pandemic. He said this could be helpful for budgeting purposes.

Mr. Canan said this was something he could look into as more data become available about the economic indicators and demographic data. He noted these data tend to become available later but could be useful for finding out more about these workers.

Mr. Meyer shared that his jurisdiction opened two new electric vehicle charging stations. He also said that during the pandemic, Fairfax made its buses free and that the number of people riding those buses was significant and they were commuting to jobs. He noted the significant cost savings to the rider and noted that it would not cost very much to provide free transit. He wondered if this could be something to consider after the pandemic.

Ms. Kostiuk also noted the importance about collecting data about race and ethnicity for equity analysis. She also noted that many people have changed their behavior during the pandemic, and she wondered how much of that change would continue as we recover. She also asked if staff knew what other MPOs were analyzing.

Mr. Canan noted that his team has looked into what other MPOs are doing and that the upcoming TRB conference would be a further opportunity to learn more.

Mr. Wojahn said that people are turning to biking and walking during the pandemic has been a missing piece in this analysis. He also noted that rising fatalities on the region's roads showed that it continues to be unsafe for people biking and walking. He said there needs to be more information about people increasingly biking and walking.

9. REGIONAL TRAVEL SURVEY BRIEFING: CHANGE IN OBSERVED TRIPS SINCE 2007/2008

Due to technical difficulties this topic was delayed until after the Unified Planning Work Program presentation. Since that item took more time, the presentation on the Regional Travel Survey was moved to next month's meeting to give the board enough time to hear the presentation.

10. THE UNIFIED PLANNING WORK PROGRAM, SIMPLIFIED

Ms. Erickson said that as an MPO, the TPB does three main things: meets federal regulations, provides a forum for regional transportation planning and coordination, and provides data to decision makers. She explained that the UPWP is a budget document that describes how staff carry out the metropolitan transportation planning process. She said that next month she would highlight proposed revenues and expenditures for FY 2022, which begins on July 1, 2021.

Ms. Erickson described annual elements of the draft work program in detail. It takes a lot of resources to staff the many committees that carry out the planning process. She said the program is expected to go to the board for approval in March.

Mr. Snyder asked how the board can ensure that local and state planning priorities align with the MPO's regional priorities.

Mr. Srikanth said that TPB staff is sharing the TPB's policy documents with local decision makers to create more awareness about regional priorities and to ask them to consider regional priorities in their project selection process.

OTHER ITEMS

11. ADJOURN

No other business was brought to the board. The meeting adjourned at 1:59 p.m.

Meeting Highlights TPB Technical Committee – February 5, 2021

The Technical Committee met on Friday, February 5, 2021 in an online-only session. Meeting materials can be found here: <https://www.mwcog.org/events/2021/2/5/tpb-technical-committee/>

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

TPB AGENDA ITEM 7 – BRIEFING ON THE DRAFT FY 2022 UNIFIED PLANNING WORK PROGRAM

The committee was briefed on the Unified Planning Work Program (UPWP), the annual statement of work that identifies the planning priorities and activities to be carried out within a metropolitan planning area and serves as the TPB staff's work scope for the upcoming fiscal year. The board will be asked to approve the FY 2022 UPWP at its March 17 meeting.

TPB AGENDA ITEM 8 – BRIEFING ON THE DRAFT FY 2022 COMMUTER CONNECTIONS WORK PROGRAM

The committee was briefed on the Commuter Connections Work Program (CCWP), the annual statement of work that identifies alternative commute program projects and services designed to help improve traffic congestion and meet regional air quality goals in the non-attainment area. The board will be asked to approve the FY 2022 CCWP at its March 17 meeting.

TPB AGENDA ITEM 9 – VISUALIZE 2045 – “VOICES OF THE REGION” PUBLIC OPINION SURVEY RESULTS

The committee was briefed on the results from a region-wide public opinion survey that the TPB conducted last fall. The survey provides input for a range of TPB planning activities, including the 2022 update to Visualize 2045.

The following items were presented for information and discussion:

COG 2030 CLIMATE AND ENERGY ACTION PLAN

The committee was briefed on the recently adopted Metropolitan Washington 2030 Climate and Energy Action Plan (CEAP) which outlines collaborative actions the region should take to meet its shared climate goals. The brief covered the plan, its goals, and transportation-related actions.

TPB CLIMATE CHANGE MITIGATION STUDY OF 2021

The committee was briefed on Phase 1 findings from the TPB's Climate Change Mitigation Study of 2021. The memorandum for this item summarizes the findings from past TPB and COG studies that analyzed potential greenhouse gas reduction strategies for the on-road transportation sector.

RESILIENCY STUDY

The committee was briefed on the purpose, scope of work, and project status for the Resiliency Study. The committee provided input about the proposed approach to reach out to TPB member agencies for information on resiliency planning activities.

ENHANCED MOBILITY COVID IMPACTS

The committee was briefed on the impacts of COVID-19 on Enhanced Mobility grant projects and their innovative response to meet the needs of older adults and people with disabilities during the pandemic. The committee was also briefed on the Coronavirus Response and Relief Supplemental Appropriations Act of 2021 (CRRSA) as it relates to the TPB's Enhanced Mobility Program, which the TPB will hear about under Agenda Item 11.

OTHER BUSINESS

- Visualize 2045 – Status Report
- EPA Joint Comment Letter, signed by MWAQC and TPB
- Transportation Climate Initiative MOU
- Military Installations Resilience Review
- Street Smart 2020 Annual Report
- Regional Safety Program solicitation
- Transportation Land-Use Connections solicitation
- Priority Airport Ground Access Priority Projects

ACCESS FOR ALL ADVISORY COMMITTEE REPORT

February 17, 2021

Canek Aguirre, Chair

The Access for All Advisory Committee (AFA) met virtually on February 12 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, underrepresented communities, people with limited English proficiency, people with disabilities, and older adults.

This is the first meeting with our new Chair, Canek Aguirre, who introduced himself and provided information on his background and interest in the committee's focus areas.

VISUALIZE 2045 BRIEFING

Ms. Armendariz briefed the committee on initial results from TPB's region-wide public opinion survey and focus groups in preparation for the 2022 update of Visualize 2045.

In the survey, participants were asked about:

Travel during the COVID-19 pandemic

- general travel
- job related travel
- deliveries

Our transportation future (thinking 1 year after end of pandemic)

- transportation system improvement
- development and congestion
- ways to increase use of alternative travel modes

Future & External factors

- climate change
- equity
- autonomous vehicles

The focus groups, guided by the themes of equity, climate change, and safety will be used to supplement the data from the public opinion survey. A joint focus group with AFA and the TPB's Community Advisory Committee will be held on February 25.

The discussion following the presentation included questions about involvement of individuals with disabilities, speakers of languages other than Spanish, and people with disabilities who consistently use public transit and whether they are sufficiently represented. Staff explained how the focus groups are being used to fill gaps identified in the survey and the upcoming focus group with AFA was scheduled to ensure inclusion. Suggested considerations will be taken to ensure equitable opportunity for all groups in the region to participate.

PRESENTATIONS ON THE IMPACTS OF COVID-19 ON DIRECT TRANSPORTATION PROGRAMS SERVING OLDER ADULTS AND PEOPLE WITH DISABILITIES

Ms. Winchell-Mendy provided an overview of activities TPB/COG has taken and will continue to take

in response to COVID impacts on Enhanced Mobility and other programs in the region serving older adults and people with disabilities:

- Get the word out
 - AFA meetings
 - Presentation at TPB's Technical Committee
 - February 11 Memo to TPB about the these impacts
- Collect information and data from subrecipients on the impacts
- Work with subrecipients to ensure full use of award dollars – budget adjustments, no-cost extensions, delays in start of continuing projects under new awards
- Manage Coronavirus Response and Relief Supplemental Appropriations Act of 2021 (CRRSAA) funding for the DC-MD-VA urbanized area

Enhanced Mobility grantees Mr. Werth from Diamond/National Express and Ms. Smith from The Arc of Prince William/INSIGHT, Inc., presented on the significant impacts of COVID-19 on their programming and transportation services for people with developmental and intellectual disabilities in Virginia and the region:

- Drops in revenue due to shut down and slow return of adult day and vocational programs, which require transportation for participants
- Furlough of drivers and other staff
- Costs of PPE and COVID cleaning/sanitation required to keep vehicles, riders, staff, and the workplace safe
- The need to alleviate anxiety around safety for riders and operators, especially with COVID vaccination rollout delays and tier protocol
- Retention of experienced operators and staff
- Covering fixed operating expenses
 - Facility rent and utilities
 - Staff salaries
 - Vehicle insurance even when idle
 - Health insurance of furloughed workers

For Diamond/National Express, the need to cover costs of transportation for some participants while no fare is coming in from others means programs like Intellectual and Developmental Disabilities (IDDs) transportation and RouteSource, which provides transportation to work for individuals with intellectual disabilities, cannot be sustained.

The Arc of Prince William is experiencing a \$100,000 deficit in their transportation program.

Committee discussion centered on concerns about why such programs were not included when CARES Act funding was received in the region and how the AFA could bring awareness to the issue. Also discussed were the status of driver vaccinations and how CARES Act funds for the region went to WMATA and jurisdictions could apply for funds and offset their regular contributions for Metro operations.

OTHER BUSINESS

AFA member Deborah Fisher, with expertise in intellectual and developmental disabilities, was selected by WMATA's Accessibility Advisory Committee (AAC) to be the second AFA liaison.

WMATA's 2020 Hedding Award, which honors a person or organization whose efforts have resulted in significant improvements to accessible public transportation services for people with disabilities in the National Capital Region, was given to the late Charlie Crawford.

Long-time AFA member Gloria Swiergina was appointed to the Maryland Commission on People with Disabilities.

Staff advised that the region will receive \$591,353 in CRRSAA funding at 100% Federal, and a proposal for eligibility and selection criteria that will be presented to the TPB this month.

Staff announced a webinar series on autonomous vehicles and people with disabilities offered by the U.S. Access Board.

2021 MEETING DATES

- Friday, April 9th, 12-2
- Friday, June 11th, 12-2 Tentative (may occur in July if needed)
- Friday, September 10th, 12-2
- Friday, November 12th, 12-2

MEETING ATTENDANCE

District of Columbia	Virginia	TPB Staff
Cesar Baretto, DDOT	Andrew Wexler, Arlington County	Abigail Zenner
Heather Foote, Age Friendly DC Transportation Committee	Clemmon Hammie, VDOT	Kanti Srikanth
Karen Randolph, DDOT	Karen Smith, Arc of Prince William/INSIGHT, Inc.	Karen Armendariz
Nechama Maslianksy, S.O.M.E.	Lorena Rios, Hispanic Chamber of Commerce of Northern Virginia	Lyn Erikson
Wendy Klancher, DFHV	Phil Thomson, National Express	Lynn Winchell-Mendy
	Rikki Epstein, Arc of Northern Virginia	Nicholas Ramfos
Maryland	Robbie Werth, Diamond Transportation	Lynn Winchell-Mendy
Bill Orleans, resident	Roger Hoskin, representing older adults	Nicholas Ramfos
Deborah Fisher, representing people with developmental disabilities	Stephanie Maher, National Express	
Gloria Swieringa, Prince George's Commission for Individuals with Disabilities	Tom Furlong, Diamond Transportation	Chair
Janet Cornick, Maryland Department of Transportation		Canek Aguirre, City of Alexandria Councilmember
Rob Malone, Arc of Prince William County	Regional	
Sara Fought, JCA Connect-A-Ride	Angela White, National MS Society of Greater DC	Unknown
Yolanda Hipski, Tri-County Council for Southern Maryland	Brenda Richardson, Women Like Us	Allilsa Fernandez
	Cecelia Castillo-Ayometzi, WMATA	Caller #2
	Glenn Millis, WMATA	Caller #7
	Janine Ashe, FHWA	myu000

COMMUNITY ADVISORY COMMITTEE MONTHLY REPORT

February 17, 2021

Elisa Walton, CAC Chair

The Community Advisory Committee (CAC) to the TPB met on Thursday, February 11 for an online-only meeting. This was the first meeting for the 2021 – 2022 committee. At the meeting, committee members introduced themselves to each other and participated in an orientation activity. Committee members shared their priorities for their 2-year terms, including equity, safety, sustainability, technology (including autonomous vehicles), and the aspirational initiatives. The committee also received the latest briefing on the Regional Travel Survey and discussed the year ahead with Chair Allen.

DISCUSSION ABOUT THE YEAR AHEAD

Charles Allen, TPB Chair and Councilmember from the District of Columbia, greeted the committee and thanked them for their service. He discussed the importance of regionalism and shared his vision and goals for the TPB in the year ahead. He encouraged the committee to think about how the region can respond to the COVID-19 pandemic by becoming stronger, more equitable, and more resilient, and looking for opportunities for federal investment in the region's recovery. He emphasized that fare increases and service cuts as a method to respond to the pandemic impact those who can least afford it. He said transportation is important because it links to health, jobs, and education. He called upon the CAC to use their experiences to advise elected officials. The committee had comments and questions for Chair Allen about infrastructure priorities and the pandemic recovery.

REGIONAL TRAVEL SURVEY

Dr. Ken Joh, TPB Transportation Planner, briefed the committee on the purpose and scope of the Regional Travel Survey. He shared changes in reported travel from 2007/2008 to 2017/2018.

The committee asked several questions about how the survey was conducted. The committee was curious about the methodology, specifically about efforts to get responses from hard to reach groups and what types of trips are counted (i.e. commutes vs. deliveries).

OTHER BUSINESS

Bryan Hayes, TPB Transportation Planner, announced a joint AFA/CAC focus group for Visualize 2045. He encouraged to participated. He also answered questions submitted by committee members as part of their orientation.

Kanti Srikanth, TPB Staff Director, shared his personal experience with the TPB and described the committee's role advising the board.

Lyn Erickson, TPB Plan Development and Coordination Program Director, walked the committee through the February TPB agenda.

The committee posed for a group picture with Chair Allen.

ATTENDEES

Members	
Elisa Walton, CAC chair	Lorena Rios
Ashley Hutson	Michael Artson
Audrey Nwaze	Nancy Abeles
Dan Papiernik	Prince Coulibaly
Delia Houseal	Ra Amin
Delishia Pittman	Rafael Sampayo
Edith Goldman	Robert Jackson
Eyal Li	Ron Skotz
Jeff Jamawat	Solomon Haile
Justin Isbell	Tracy Duval
Katherine Kortum	
Guests	
Charles Allen, TPB Chair	Cristian Gonzalez
Chris Laskowski	Matthew Stephen Mielke
Bill Orleans	Taylor W
Nigel H	
Staff	
Abigail Zenner	Ken Joh
Bryan Hayes	Lyn Erickson
Kanti Srikanth	Nicole McCall
Karen Armendariz	Tim Canan



MEMORANDUM

TO: Transportation Planning Board
FROM: Kanti Srikanth, TPB Staff Director
SUBJECT: Steering Committee Actions and Report of the Director
DATE: February 11, 2021

The attached materials include:

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



MEMORANDUM

TO: Transportation Planning Board
SUBJECT: Steering Committee Actions
FROM: Kanti Srikanth, TPB Staff Director
DATE: February 11, 2021

At its meeting on February 5, the TPB Steering Committee reviewed and approved resolution SR11-2021, which authorized the transfer of \$274,250 from a surplus of Virginia, FY 2021 federal Transportation Alternatives Set-Aside program funds to the W&OD Trail Master Plan project, which had previously been approved for funding by the TPB.

The Steering Committee also approved the transmission of a joint comment letter from the TPB and the Metropolitan Washington Air Quality Committee (MWAQC) to the Environmental Protection Agency (EPA) on its existing policy from 1986 concerning after-market catalytic converters. Comments are due on February 12, 2021, so the Steering Committee was asked to approve the letter ahead of this month's meeting. The final letter, also approved and signed by MWAQC dated February 10, 2020, is included in the letters sent and received portion of Item 5.

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

Attachments

- Approved resolution SR11-2021 to approve the transfer of funds from the federal Transportation Alternatives Set-Aside Program for a project in Virginia

TPB Steering Committee Attendance – February 5, 2021
(only voting members listed)

TPB Chair/ DC rep.: Charles Allen
TPB Vice Chair/VA rep.: Pamela Sebesky
TPB 2nd Vice Chair/MD rep.: Reuben Collins
DDOT: Mark Rawlings
MDOT: Kari Snyder
VDOT: Norman Whitaker
Technical Committee chair: Jason Groth
Previous TPB Chair: Kelly Russell

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

**RESOLUTION TO APPROVE THE TRANSFER OF FUNDS
FROM THE FEDERAL TRANSPORTATION ALTERNATIVES SET ASIDE PROGRAM
BETWEEN PROJECTS IN VIRGINIA**

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 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 planning-related projects and events of TPB member jurisdictions; and

WHEREAS, on April 18, 2018, the TPB approved Resolution R20-2018, which awarded federal funding for a package of TA Set-Aside projects in Virginia, including \$274,250 in federal TA Set Aside funding to the Northern Virginia Regional Parks Authority for the W&OD Mode Separation project; and

WHEREAS, the Northern Virginia Regional Parks Authority has requested that the W&OD Mode Separation project be cancelled with the intention of using other funds to complete it; and

WHEREAS, the cancellation of this project will create a surplus of \$274,250 in the TPB's federal TA Set-Aside sub-allocation for Virginia; and

WHEREAS, on April 19, 2017, the TPB approved Resolution R21-2017, which awarded funding for a package of TA Set Aside projects, including \$248,800 to the City of Falls Church for a project titled "W&OD Trail Master Plan" (later renamed "W&OD Trail Crossings Improvements" UPC 111402), which provided funding to improve crosswalks on the W&OD Trail in Falls Church; and

WHEREAS, VDOT has determined the W&OD Trail Master Plan project approved as part of R21-2017 is in need of additional federal funding in order to advertise for construction; and

WHEREAS, VDOT has requested that \$274,250 be transferred from the TPB's TA Set-Aside surplus to the W&OD Trail Master Plan project; and

WHEREAS, on July 12, 2019, the TPB approved Resolution SR1-2020 which established a policy for off-cycle fund transfers of TA Set-Aside funding between previously approved TPB projects, and the transfer requested by VDOT is consistent with that policy.

NOW, THEREFORE, BE IT RESOLVED THAT the Steering Committee of the National Capital Region Transportation Planning Board approves the transfer of \$274,250 in federal TA Set Aside funds as described in the attached material.

Approved by the TPB Steering Committee at its virtual meeting on February 5, 2021.



COMMONWEALTH of VIRGINIA

DEPARTMENT OF TRANSPORTATION

Stephen C. Brich, P.E.
Commissioner

1401 East Broad Street
Richmond, Virginia 23219

(804) 786-2701
Fax: (804) 786-2940

January 29, 2021

The Honorable Charles Allen, Chair
National Capital Region Transportation Planning Board
Metropolitan Washington Council of Governments
777 North Capital Street, N.E., Suite 300
Washington, DC 20002-4201

RE: Request to Cancel a Transportation Alternatives (TA) project and process a transfer of TA funds

Dear Chairman Allen:

The NoVA Parks Authority has a TA set aside project (UPC 113612 - W&OD Trail – Mode Separation) and requested VDOT to cancel this project. The project is still going to be completed but using NVTA funds in connection with another project already being done by NoVA Parks. The Falls Church project delivery is interconnected with the overall W&OD trail improvements being accomplished by NoVA Parks.

There is \$274,250 of federal TA set aside funding available that has been requested by the City of Falls Church and NoVA Parks to transfer as follows:

:

- Request to transfer from UPC 113612 (W&OD Trail – Mode Separation) **\$274,250** of TA Set Aside funds to the City of Falls Church project UPC 111402 (W&OD Trail Crossing Improvements) to cover an increase in cost.

All funding transfer requests above have been coordinated with the Local Assistance TA Program Coordinator. VDOT requests approval of this transfer at the next Steering Committee meeting. VDOT's representative will be available to answer questions. Thank you for our assistance.

Sincerely,

Helen Cuervo, P.E.
District Administrator

Cc: John Swanson - Carol Bondurant - Maria Sinner, P.E. - Norman Whitaker, AICP



MEMORANDUM

TO: Transportation Planning Board
FROM: Kanti Srikanth, TPB Staff Director
SUBJECT: Letters Sent/Received
DATE: February 11, 2021

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

February 10, 2021

Acting Administrator Jane Nishida
U.S. Environmental Protection Agency
1200 Pennsylvania Avenue, N.W.
Washington, D.C. 20460

Subject: Comment on U.S. EPA's 1986 Policy for After-Market Catalytic Converters

Dear Administrator Nishida:

Thank you for providing an opportunity to comment on the *EPA Tampering Policy: The EPA Enforcement Policy on Vehicle and Engine Tampering and Aftermarket Defeat Devices under the Clean Air Act*, published in the December 14, 2020 Federal Register.

The Metropolitan Washington Air Quality Committee (MWAQC) is certified by the governors of Maryland and Virginia and the mayor of the District of Columbia to develop plans demonstrating attainment of federal ozone and other criteria pollutant standards for the Washington, DC-MD-VA non-attainment area. We have done so successfully for more than twenty-five years through a partnership among the state and local governments in metropolitan Washington.

The National Capital Region Transportation Planning Board (TPB) is the metropolitan planning organization (MPO) for the National Capital Region, jointly established by the governors of Maryland and Virginia and the mayor of the District of Columbia and so designated by the federal government. As an MPO, the TPB is mandated to conform with and integrate regional air quality plans in its transportation plans.

The Metropolitan Washington Region has been designated as a Marginal non-attainment area for the 2015 ozone National Ambient Air Quality Standards (NAAQS). Despite local and regional actions that have helped meet the previous ozone standards, the region could not meet the 2015 ozone NAAQS by the required deadline. Consequently, the region places a high priority on actions that help reduce precursors of ground-level ozone, particularly actions that enforce existing requirements.

Nitrogen Oxides (NO_x) are a precursor pollutant of ground-level ozone. In addition, NO_x is a precursor to secondary particulate matter (PM_{2.5}) formation. Exposure to PM_{2.5}, along with ground-level ozone, is associated with premature death, increased hospitalizations, and emergency room visits due to exacerbation of chronic heart and lung diseases and other serious health impacts. Some communities in the Metropolitan Washington Region face higher rates than the national average of illnesses like asthma, which are aggravated by these pollutants. As such, reductions in NO_x emissions will not only assist in meeting federal clean air standards, but they will also provide health benefits from both reduced ozone and PM_{2.5} pollution.

For these reasons, MWAQC and TPB support EPA's efforts to review and evaluate its policy published in 1986 concerning after-market catalytic converters (AMCC) in light of significant technical advancements made related to AMCCs and emission standards implemented since then.

MWAQC and TPB specifically support the following provisions to be part of an update of the 1986 Catalyst Policy:

- Establish a consistent, robust, nationwide enforcement policy for all types of replacement after-treatment systems for vehicles and engines.

After-treatment systems that treat exhaust from the engine, including gasoline and diesel products for the on-road and nonroad sectors, vary in their applications and technologies. As such, a consistent and stringent enforcement policy supporting section 203(a)(3) of the Clean Air Act, which prohibits the tampering with or removal of federally required emissions control devices, is necessary.

- Develop more stringent emission performance and durability requirements for new after-market converters to reflect the significant advances that have been made for catalytic converters since EPA first published its after-market policy in 1986. These advances have also made the improved technology readily available and affordable for after-market converters.
- Establish a clear certification process for Federal Aftermarket Converters compliant with the updated policy.
- Address the compatibility of after-market converters with the vehicle's Onboard Diagnostics (OBD) system for Model Year 1996 and newer vehicles.
- Eliminate the provisions permitting the sale of used converters for pre-ODB II vehicles (Model Year 1995 and older vehicles) and requesting EPA to study the appropriateness of allowing the reuse of OBD II era (Model Year 1996 and newer vehicles) catalytic converters.
- Implement the updated Catalyst Policy as expeditiously as possible.
- Continue to assist states in their introduction and implementation of Inspection/Maintenance programs.

Thank you for the opportunity to comment.

Sincerely,



The Honorable Robert Day
Chair, Metropolitan Washington Air Quality Committee (MWAQC)



The Honorable Charles Allen
Chair, National Capital Region Transportation Planning Board (TPB)



MEMORANDUM

TO: Transportation Planning Board
FROM: Kanti Srikanth, TPB Staff Director
SUBJECT: Announcements and Updates
DATE: February 11, 2021

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



MEMORANDUM

TO: Transportation Planning Board
FROM: John Swanson, TPB Transportation Planner
SUBJECT: FY 2022 Solicitation for TLC Applications
DATE: February 11, 2021

March 8 is the deadline for FY 2022 applications for the Transportation Land-Use Connections (TLC) Program. The application period opened on January 8.

Any local jurisdiction in the National Capital Region that is a member of the TPB is eligible to apply for technical assistance through TLC. Non-profits and non-member jurisdictions in the region may apply as secondary recipients to a TPB member jurisdiction. Recipients receive short-term consultant services and no direct financial assistance. Projects are eligible to receive between \$30,000 and \$60,000 in technical assistance for planning projects and up to \$80,000 for design projects. TLC projects typically last 6-8 months.

As in past years, TLC projects may provide a range of services, such as:

- Small area and transit station area planning
- Bicycle and pedestrian safety and access studies
- Transit-oriented development studies
- Housing studies
- Economic development studies
- Design guidelines and roadway standards
- Streetscape improvement plans
- Safe Routes to School planning
- Trail planning and design
- Transit demand and feasibility analysis

The TPB encourages applications that address TPB priorities, including support for multimodal transportation options, land use enhancements in Activity Centers and near high-capacity transit, and access for low-income and minority communities. This year, we are particularly interested in applications that support walking and biking improvements in Transit Access Focus Areas (TAFAs) as well as projects to plan and design missing links in the National Capital Trail Network (NCTN). The TPB approved the TAFAs and NCTN in July.

The TPB is scheduled to approve a slate of recommended projects in April. The projects will begin this fall.

For more information, contact John Swanson (jswanson@mwkog.org) or Nick Suarez (nsuarez@mwkog.org).



MEMORANDUM

TO: Transportation Planning Board
FROM: Jon Schermann, TPB Systems Performance Analysis Manager
SUBJECT: Regional Safety Program: Update
DATE: February 11, 2021

The application period for the Transportation Planning Board's (TPB) Regional Safety Program (Program) is now open. Member jurisdictions or agencies have until March 22, 2021 to submit their applications. The Regional Safety Program was formally established by the TPB as part of Resolution R3-2021 adopted on July 22, 2020. Please note that this memo provides the same information about the structure and timeline of the Program as was provided in the January Director's Report.

DESCRIPTION

The Regional Safety Program provides short-term consultant services to individual member jurisdictions to assist with planning or preliminary engineering projects that address roadway safety issues. Examples include studies, planning, or design projects that will improve roadway safety and lead to a reduction in fatal and serious injury crashes on the region's roadways. The program provides consultant assistance of up to \$60,000 for studies or planning projects, and up to \$80,000 for design or preliminary engineering projects.

FUNDING

The Regional Safety Program is funded at \$250,000 for fiscal year 2021. It is anticipated that similar levels of funding will be provided in future fiscal years.

APPLICATION PROCESS

Any TPB member jurisdiction or agency that is a member of the Transportation Planning Board is eligible to apply. Projects are eligible to receive up to \$60,000 in assistance for studies or planning projects and up to \$80,000 for design or preliminary engineering projects. Recipients will receive short-term consultant services. They will not receive direct financial assistance.

The FY 2021 application period is now open. Member jurisdictions or agencies have until March 22, 2021 to submit their applications.

A panel of consisting of safety experts will review the application submissions and recommend projects to the TPB for funding. The panel's recommendations will represent a cross-section of jurisdictions throughout the region. The TPB is anticipated to approve the applications in May or June of 2021.

Selection Panel Composition

The selection panel will consist of one TPB staff member, one Federal Highway Administration (FHWA) safety representative, and a safety representative from each member state.

FUNDING PRIORITIES

The TPB encourages applications that address one or more of these regional safety priorities at the community level:

SAFETY IMPROVEMENTS FOR LOW-INCOME AND MINORITY COMMUNITIES

The TPB has identified Equity Emphasis Areas with concentrations of low-income and minority populations. The Regional Safety Program encourages applications focused on reducing roadway fatalities and serious injuries in these areas.

IMPROVING ROAD USER BEHAVIOR

The Regional Safety Program seeks projects that increase seat belt use among motor vehicle occupants, reduce unsafe vehicle speeds, reduce impaired and distracted driving, and otherwise improve road user behavior.

IDENTIFYING AND DESIGNING SAFETY COUNTERMEASURES

The Regional Safety Program seeks projects that and design applicable countermeasures especially those outlined in TPB Resolution R3-2021, as appropriate and on a case by case basis.

UNDERSTANDING SAFETY DATA

The Regional Safety Program seeks projects to analyze crash data to better understand jurisdictional- or community-level roadway safety issues and identify behavioral and/or infrastructure countermeasures to address them.

CROSS JURISDICTIONAL SAFETY IMPROVEMENTS

The Regional Safety Program encourages cross jurisdictional and multi-agency cooperation to improve roadway safety.

STUDIES AND PLANNING PROJECTS (UP TO \$60,000 IN FUNDING)

The TPB encourages planning projects that lead to reductions in fatal and serious injury crashes, improved jurisdictional safety planning capacity, and support the goals outlined in the regional safety resolution R3-2021. Projects may include (but are not limited to):

- Support for local roadway safety plans
- Road Safety Audits
- Crash data analysis
- Jurisdictional efforts to leverage the “Street Smart” program
- Identification of jurisdictional “high injury networks”

DESIGN (UP TO \$80,000 IN FUNDING)

Design projects can cover any of the planning project categories and should have undergone a local planning process. Projects should be ready for focused design or preliminary engineering work. Regional Safety Program funds can help projects reach up to 30 percent design completion or make progress toward that phase of project development. Project categories may include (but are not limited to):

- Road diet design
- Lighting and signage improvements
- Intersection improvements
- Enhanced pedestrian infrastructure

CONTRACTING

To minimize the time required to get consultants under contract, TPB staff, with the COG contracts office, will develop master contracts with select consultant firms. The intent is to prequalify a set of consultant firms to do the work coming out of the Program. Once projects are approved by the TPB the preapproved consultants would submit proposals. The selected firm, who would already be under a master contract, would be authorized to execute the project as a task order.

FIRST YEAR (PILOT) TIMELINE

- Solicit applications: January 19, 2021 through March 22, 2021
- Optional abstracts due: February 12, 2021
- Selection panel recommendations: April-May 2021
- TPB approves projects: May or June 2021
- Consultant selection: June-July 2021
- Contract award: June-July 2021

DRAFT FUTURE YEAR (REGULAR PROGRAM) TIMELINE

- Solicit applications: April through May
- Selection panel recommendations: June-July
- TPB approves projects: July or September
- Consultant selection: August-October
- Contract award: Fall



MEMORANDUM

TO: National Capital Region Transportation Planning Board
FROM: Lynn Winchell-Mendy, Transportation Planner IV
SUBJECT: Impact of COVID-19 on Subrecipients of the Federal Transit Administration's (FTA's) Enhanced Mobility for Seniors and Individuals with Disabilities Program (and a few active JARC and New Freedom projects)
DATE: February 11, 2021

This document addresses the impacts of COVID-19 on active projects funded under the Enhanced Mobility JARC, and New Freedom programs in the DC-MD-VA urbanized area. Staff has been tracking the impact through interactions with subrecipients and information from quarterly reports covering the period April 1, 2020 – December 31, 2020.

BACKGROUND INFORMATION

The National Capital Region Transportation Planning Board (TPB), with the Metropolitan Washington Council of Governments (COG) acting as administrative agent, is the designated recipient for the FTA's Enhanced Mobility of Seniors and Individuals with Disabilities Program for the Washington, DC-VA-MD Urbanized Area. Enhanced Mobility provides funding for transportation for people with disabilities and older adults who have difficulty using public transportation. The program provides approximately \$3 million annually in matching grant funds for non-profit organizations, local governments, transit agencies, and private for-profit providers.

Previously, COG managed the now discontinued FTA Job Access Reverse Commute (JARC) and New Freedom programs. The handful of remaining projects actively working to spend down the funds are included.

To better understand the impact, it is important to know the types of projects funded:

- Mobility Management
 - Transportation options information
 - Mobility counseling
 - Travel Training
 - Operating/supporting the operation of volunteer driver programs
- Vehicles
 - Wheelchair accessible taxicabs
 - Minivans for group homes
 - Buses to transportation people with developmental disabilities to employment training, adult day programming, recreational activities, shopping, etc.
- Operating
 - Voucher programs – subsidized fare

BROAD IMPACTS

When the pandemic first hit, subrecipients and the individuals they serve saw:

- 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, who are often older adults
- Shut down of adult day and vocational programs
- Significant decreases in ridership
- An end to in-person activities

Though some activities and services are starting up at limited capacity, programs continue to see a decline (from pre-COVID levels) in drivers, volunteers, and ridership. Most adult day programs remain closed, and vocational programming is limited. Restrictions for in-person activities continue and rides are provided by some agencies only for emergencies.

Specific examples of the impact include:

- The University of Maryland, College Park's paratransit program will operate at 20% capacity for the foreseeable future.
- Sunrise of Maryland, Inc. had to permanently close its adult day program in Lanham, Maryland due to lack of demand as families opted to keep participants at home due to safety concerns.
- A decline in ridership for Diamond Transportation's RouteSource program, which provides transportation to individuals with disabilities to employment, from a high of 1,128 rides in January to a low of 3 rides in May. Recent ridership increased slightly to 341 rides in December, but it is still not enough to sustain the program which is looking at laying off staff.
- Currently, accessible taxi provider Yellow Transportation is seeing a 30% decrease in accessible rides.

RISING TO THE CHALLENGE

Enhanced Mobility subrecipients have been responding to the challenge in innovative ways. They have:

- Developed virtual travel training and volunteer training platforms
- Developed outreach materials, translating marketing materials into Spanish
- Planned for next steps in Workplans, for reopening
- Held virtual meetings with partners
- Purchased PPE for volunteer drivers as part of supply budget line item
- Adjusted use of vehicles to meet emerging needs
 - Delivering Meals on Wheels, prescriptions, groceries and COVID care kits
 - Providing rides for critical medical needs only
- Safely provided emergency rides

While all the work of the subrecipients during such a challenging time are recognized, some specific examples include:

- The Arc of Prince George's County is partnering with the Department of Aging and Family Services to distribute over 350 boxes of food per week to seniors and people with disabilities living throughout Prince George's County and with the Department of Health to deliver COVID care kits and food bags to 160 people a week.
- Capitol Hill Village shifted its focus to providing educational materials on alternative transportation options for older adults and people with disabilities at the height of the pandemic, and is now actively addressing the need for transportation to vaccination sites.
- The Arc of Northern Virginia transitioned its train the travel trainer program to an online TECH Camp that allowed family involvement and included an evening "campfire" session with participants and volunteer peer counselors.

NEXT STEPS

Staff will continue to monitor the impact through quarterly reporting and ongoing interactions with subrecipients and will share the information as applicable.

Staff will consider any need for no-cost extensions, budget modifications or budget revisions (in consultation with FTA) for projects as they continue to work through the pandemic.

Staff will continue to bring awareness to how programs supporting older adults and people with disabilities are being affected by the pandemic:

- Staff presented on the COVID-19 impacts to subrecipients at the TPB Technical Committee's February 5 meeting.
- Two programs providing direct transportation service discussed the impact of COVID-19 on their programs at the February 12 Access for All Advisory Committee meeting.

On December 27, 2020, the Coronavirus Response and Relief Supplemental Appropriations Act of 2021 (CRRSAA) was signed into law by President Trump. CRRSAA includes \$14 billion in supplemental appropriations allocated to support the transit industry during the COVID-19 public health emergency. Specifically, \$50 million of the \$14 billion will be distributed to the 5310 Enhanced Mobility of Seniors and Individuals with Disabilities program through formula grants.

The apportionment for the Washington, DC/VA/MD urbanized area is \$591,353 Federal and will be made available through an application in TrAMS to the Designated Recipient, TPB with COG as administrative agent, for 5310 Enhanced Mobility funds. The purpose of the funding is to support expenses eligible under Enhanced Mobility, but the recipients are directed to prioritize payroll and operational needs. Funding allocated to grantees/subrecipients is a local decision. Agenda item #11 at the February 17th TPB meeting proposes a process for management of the funds in the DC-MD-VA urbanized area.



MEMORANDUM

TO: Transportation Planning Board
FROM: Michael Farrell, TPB Senior Transportation Planner
SUBJECT: FY 2020 Street Smart Pedestrian and Bicycle Safety Program Annual Report
DATE: February 11, 2021

This memorandum announces the release of the FY 2020 Annual Report for the regional Street Smart pedestrian and bicycle safety program and gives a brief summary of FY 2020 (October 2019 to September 2020) program activities.

BACKGROUND

The Street Smart pedestrian and bicycle safety program uses mass media, advertising, direct outreach, and law enforcement to educate motorists and pedestrians on safer behavior and reduce deaths and injuries. Established in 2002, Street Smart is sponsored by WMATA, the District of Columbia, Maryland, and Virginia, is managed at COG, and is supported by many partners committed to pedestrian and bicycle safety in the Washington region.

FY 2020 ANNUAL REPORT

The federal FY 2020 Annual Report and a summary video have been posted at <http://www.beststreetsmart.net/about/>. Annual reports from previous years, and a host of campaign materials, are also available at that site.

FY 2020 PROGRAM ACTIVITIES

Street Smart typically carries out two waves of paid media, public relations, and law enforcement, one in the fall, when pedestrian deaths typically peak, and a smaller but still important campaign in the spring. The fall 2019 campaign was conducted as planned, with new testimonial videos/television spots, a press event in the District of Columbia, and multiple virtual reality training events and enforcement events.

Plans for the Spring 2020 campaign had to be changed due to the COVID-19 pandemic and precautions. The typical spring multimedia campaign was postponed to September 2020 (effectively “pre-loading” the October/November fall campaign). In the meantime during summer 2020, new pandemic-related ads—addressing increases in pedestrian/bicycling activity and distracted or speeding drivers—were created and promoted on social media.

Transit ad buys that had already been placed for May 2020 were able to be rescheduled to September. Additionally, in preparation for the upcoming FY 2021 campaign, additional voice-over testimonials, as well as a touchless, unstaffed “testimonial wall” for deployment at shopping centers or other suitable indoor locations, were developed. (The FY 2021 campaign began in October 2020.) Details are available in the Annual Report.

NEXT STEPS

Results of the Fall 2020 campaign, and of an evaluation survey carried out in December 2020, will be available at a later date.

February 8, 2021

The Honorable Kumar Barve, Chair
Environment & Transportation Committee
Room 251
House Office Building
Annapolis, Maryland 21401

RE: UNFAVORABLE - HB485 - Public-Private Partnerships – Process and Oversight

Dear Chairman Barve and Honorable Members of the Committee:

We write to express concern with the language of HB485 – Public-Private Partnerships – Process and Oversight, specifically and exclusively with regard to the role the bill creates for the Baltimore Metropolitan Council (“BMC”), Metropolitan Washington Council of Governments (“COG”) and metropolitan planning organizations (“MPOs”) as staff to the Public-Private Partnership Oversight Review Board (“Review Board”). This function is inappropriate for our organizations and presents a conflict of interest with our planning operations.

This letter does not reflect a position as to the efficacy of HB485 generally. **We simply request the Committee remove all references to BMC, COG and MPOs from the bill’s language.** See Page 3, Lines 12-14 and Page 10, Lines 22-25. If the Committee cannot amend the bill as requested, we must respectfully oppose passage and request an **unfavorable** report.

As the Committee is likely aware, BMC and COG are the regional councils of government serving greater Baltimore and greater Washington, respectively. BMC and COG host and provide staff support to the MPOs that coordinate federally mandated regional transportation planning for each geographic area. These MPOs are the Baltimore Regional Transportation Board (“BRTB”) and National Capital Region Transportation Planning Board (“TPB”), respectively.

Under federal law, MPOs exist to coordinate the long and short-range transportation planning processes between local departments of transportation and state department(s) of transportation, ensuring that federal transportation investment reflects a regional approach to transportation system development and maintenance. These boards are independent bodies charged with the responsibility to implement the federal continuous, cooperative and comprehensive metropolitan planning process. Neither BRTB nor TPB undertake individual project development activities on behalf of any their members, especially should such projects come before the full board for inclusion in the MPO plan and program. It is important for the objectivity and independence of the board that MPO staff do not also serve as staff to one or more of its member agencies.

As outlined in the bill, the role of the Review Board is rooted in the General Assembly’s function in legislative oversight of executive action. The employment of public-private partnerships in infrastructure projects is currently within the domain of the Governor and executive agencies. For BMC, COG or its MPOs to serve any one set of stakeholders over another would hinder their independence.

Additionally, the work activities undertaken by the staff of BMC, COG or their MPOs is reviewed and approved by their respective boards of directors. As such, these entities would be unable to accept any mandated work activity outside of the board process.

Furthermore, the bill is not clear about whether an organization and/or its MPO would review a public-private partnership within its respective federally-prescribed Metropolitan Planning Area (MPA) or possibly even opine on a project outside that planning area. MPAs are the geographic area determined by agreement between the MPO and the Governor, in which the metropolitan planning process is carried out. In either respect, the language of the bill presents multiple issues for the undersigned parties and MPOs.

First, if asked to review a project *within* our MPA, we would be presented with a conflict of interest, because each project has already been reviewed and approved in some capacity by the MPO (including voting members from state and local DOTs) in the planning process. Not only would this be redundant and unnecessarily duplicative, we simply could not serve as neutral third parties in the review of projects our MPOs have already approved.

Second, if asked to review a project *outside* our planning area (MPA), we would risk running afoul of federal law. MPOs are prohibited from planning outside of their MPA. At the very least, this legislation could violate the spirit of federal law, and would force one MPO to question the professional judgment of colleagues in a neighboring region.

Third, if a project were to traverse two planning regions (imagine a large-scale project along the I-95 corridor between Washington, DC and Baltimore), neither organization could serve as a neutral third party in the oversight function.

We find ourselves in the unenviable position of opposing legislation that passed the House of Delegates in 2020. However, the bill, as originally introduced last session, did not include BMC, COG or MPOs. The language at issue was added by amendment. **We simply ask the Committee to remove all references to BMC, COG and MPOs from the bill and that the obligation for staff support to the Review Board rest elsewhere.**

If the Committee does not see fit to remove this language, we respectfully oppose passage of this legislation and request an **unfavorable** report.

Thank you for your consideration of the concerns expressed herein. Please contact us anytime.

Sincerely,



Michael B. Kelly
Executive Director
Baltimore Metropolitan Council
mkelly@baltometro.org



Chuck Bean
Executive Director
Metropolitan Washington Council of Governments
cbean@mwkog.org

cc: Delegate Maggie McIntosh, Chair, House Appropriations Committee
Delegate Jared Solomon, Sponsor
Delegate Tony Bridges, Member, Baltimore Metropolitan Council Board of Directors
Delegate Marc Korman, Member, National Capital Region Transportation Planning Board



February 10, 2021

The Honorable Paul G. Pinsky, Chair
Education, Health & Environmental Affairs Committee
2 West Miller Senate Office Building
Annapolis, Maryland 21401

RE: UNFAVORABLE – SB361 – Public-Private Partnerships – Process and Oversight

Dear Chairman Pinsky and Honorable Members of the Committee:

We write to express concern with the language of SB361 – Public-Private Partnerships – Process and Oversight, specifically and exclusively with regard to the role the bill creates for the Baltimore Metropolitan Council (“BMC”), Metropolitan Washington Council of Governments (“COG”) and metropolitan planning organizations (“MPOs”) as staff to the Public-Private Partnership Oversight Review Board (“Review Board”). This function is inappropriate for our organizations and presents a conflict of interest with our planning operations.

This letter does not reflect a position as to the efficacy of SB361 generally. **We simply request the Committee remove all references to BMC, COG and MPOs from the bill’s language.** See Page 3, Lines 12-14 and Page 10, Lines 22-25. If the Committee cannot amend the bill as requested, we must respectfully oppose passage and request an **unfavorable** report.

As the Committee is likely aware, BMC and COG are the regional councils of government serving greater Baltimore and greater Washington, respectively. BMC and COG host and provide staff support to the MPOs that coordinate federally mandated regional transportation planning for each geographic area. These MPOs are the Baltimore Regional Transportation Board (“BRTB”) and National Capital Region Transportation Planning Board (“TPB”), respectively.

Under federal law, MPOs exist to coordinate the long and short-range transportation planning processes between local departments of transportation and state department(s) of transportation, ensuring that federal transportation investment reflects a regional approach to transportation system development and maintenance. These boards are independent bodies charged with the responsibility to implement the federal continuous, cooperative and comprehensive metropolitan planning process. Neither BRTB nor TPB undertake individual project development activities on behalf of any their members, especially should such projects come before the full board for inclusion in the MPO plan and program. It is important for the objectivity and independence of the board that MPO staff do not also serve as staff to one or more of its member agencies.

As outlined in the bill, the role of the Review Board is rooted in the General Assembly’s function in legislative oversight of executive action. The employment of public-private partnerships in infrastructure projects is currently within the domain of the Governor and executive agencies. For BMC, COG or its MPOs to serve any one set of stakeholders over another would hinder their independence.

Additionally, the work activities undertaken by the staff of BMC, COG or their MPOs is reviewed and approved by their respective boards of directors. As such, these entities would be unable to accept any mandated work activity outside of the board process.

Furthermore, the bill is not clear about whether an organization and/or its MPO would review a public-private partnership within its respective federally-prescribed Metropolitan Planning Area (MPA) or possibly even opine on a project outside that planning area. MPAs are the geographic area determined by agreement between the MPO and the Governor, in which the metropolitan planning process is carried out. In either respect, the language of the bill presents multiple issues for the undersigned parties and MPOs.

First, if asked to review a project *within* our MPA, we would be presented with a conflict of interest, because each project has already been reviewed and approved in some capacity by the MPO (including voting members from state and local DOTs) in the planning process. Not only would this be redundant and unnecessarily duplicative, we simply could not serve as neutral third parties in the review of projects our MPOs have already approved.

Second, if asked to review a project *outside* our planning area (MPA), we would risk running afoul of federal law. MPOs are prohibited from planning outside of their MPA. At the very least, this legislation could violate the spirit of federal law, and would force one MPO to question the professional judgment of colleagues in a neighboring region.

Third, if a project were to traverse two planning regions (imagine a large-scale project along the I-95 corridor between Washington, DC and Baltimore), neither organization could serve as a neutral third party in the oversight function.

We find ourselves in the unenviable position of opposing legislation that passed the House of Delegates in 2020. However, the bill, as originally introduced last session, did not include BMC, COG or MPOs. The language at issue was added by amendment. **We simply ask the Committee to remove all references to BMC, COG and MPOs from the bill and that the obligation for staff support to the Review Board rest elsewhere.**

If the Committee does not see fit to remove this language, we respectfully oppose passage of this legislation and request an **unfavorable** report.

Thank you for your consideration of the concerns expressed herein. Please contact us anytime.

Sincerely,



Michael B. Kelly
Executive Director
Baltimore Metropolitan Council
mkelly@baltometro.org



Chuck Bean
Executive Director
Metropolitan Washington Council of Governments
cbean@mwkog.org

cc: Senator Guy Guzzone, Chair, Senate Budget & Taxation Committee
Senator Jim Rosapepe, Sponsor
President Bill Ferguson, Member, Baltimore Metropolitan Council Board of Directors

January 25, 2021

The Honorable Maggie McIntosh
Chair, House Appropriations Committee
Maryland House of Delegates
House Office Building, Room 121
6 Bladen Street
Annapolis, MD 21401

RE: HB 73 - State and Local Government and Private Employers – Teleworking

Dear Chair McIntosh:

As home to both the Washington region’s metropolitan planning organization, the National Capital Region Transportation Planning Board (TPB), as well as its Transportation Demand Management (TDM) program, Commuter Connections, the Metropolitan Washington Council of Governments (COG) has a long history of supporting forward-looking transportation plans and mobility solutions, such as telework.

Through Commuter Connections and in partnership with the TPB, COG has contributed to a sustained growth in telework regionwide and sought to further expand its use. And COG believes the widespread adoption of telework due to the COVID-19 pandemic has shown that the prospects for further growth is very good, while acknowledging that not all jobs can be done remotely.

For your reference, COG would like to share the following information on telework for legislators as they consider efforts to expand telework.

Telework is a key strategy for dealing with future growth and traffic congestion. It also results in decreased emissions and cleaner air, reduced energy consumption, and improved quality of life for area workers. When the TPB adopted its long-range transportation plan in 2014, peak period congestion was forecast to grow by 60 to 70 percent despite a planned investment of about \$40 billion over a 25-year period. Recognizing the urgent need to shape better outcomes, the board examined initiatives that would significantly improve the transportation system’s performance. It found that increasing telework and other TDM initiatives to reduce solo driving offered the most positive trends, so the TPB adopted this strategy as one of its seven aspirational initiatives in its *Visualize 2045* long-range plan.

Pre-pandemic, many area employees were teleworking, but telework was growing at a slow rate. For the past several decades, Commuter Connections—which is funded by MDOT as well as VDOT and DDOT—has promoted telework, offered employers assistance in establishing programs, and tracked its steady growth in metropolitan Washington. According to its most recent *State of the Commute Survey* in 2019, 35 percent of commuters reported working remotely or from home at least occasionally, which is up from 19 percent in 2007. These teleworkers represented almost 1.1 million people.

During the pandemic, many area employers turned to telework at unprecedented levels to ensure the safety of their employees and the continuity of their business operations. Officials

The Honorable Maggie McIntosh
January 25, 2021

are now reviewing the impacts of increased teleworking during COVID-19 and considering how to maximize its use once the health crisis is over. In May and June, Commuter Connections surveyed area employers who participate in its employer outreach program about teleworking at their organizations, including questions about the influence of the COVID-19 pandemic on telework. Nearly all (97 percent) of the 180 employers that participated in the survey said at least some employees were teleworking since the start of the pandemic. More than half (55 percent) said all employees teleworked all of their workdays. The average share of employees who teleworked grew to 82 percent at sites with telework already in place. Fifty-seven percent of work sites expected to see a long-term increase in teleworking, even when the pandemic is over.

Thank you for the opportunity to share this information with you. If you have any questions, I encourage you to contact COG's Deputy Executive Director of Metropolitan Planning Kanti Srikanth at 202-962-3257 or ksrikanth@mwkog.org.

Sincerely,



Chuck Bean
Executive Director

cc: The Honorable Carol L. Krimm

February 10, 2021

The Honorable Nancy Pelosi
Speaker, United States House of Representatives
1236 Longworth H.O.B.
Washington, DC 20515

The Honorable Chuck Schumer
Majority Leader, United States Senate
322 Hart Senate Office Building
Washington, DC 20510

Re: H.R. Metro Accountability and Investment Act of 2021
S. Metro Safety, Accountability and Investment Act of 2021

Dear Speaker Pelosi and Majority Leader Schumer:

On behalf of the Board of Directors of the Metropolitan Washington Council of Governments (COG), we are writing to **strongly urge the federal government to reauthorize and increase its existing funding commitment to Metro in an amount of at least \$2 billion over 10 years**. As the association of local governments in metropolitan Washington, dedicated funding for Metro is a top priority and we commend the region's congressional delegation for jointly sponsoring this essential legislation.

In 2018, our local and state governments, with the strong support of COG and a coalition of business and civic organizations, worked together to pass unprecedented legislation in the District of Columbia, Maryland, and Virginia providing additional dedicated funding for the Washington Metropolitan Area Transit Authority (WMATA). Collectively, the region is committing an additional \$500 million a year to fund essential capital improvements to the Metro system.

As a valued partner in our Metro system, the federal government needs to continue to provide dedicated funding critical to the safety and reliability of the system. As the current commitment under PRIIA is set to expire, COG strongly urges the federal government to extend and increase existing funding commitments for Metro as proposed by the region's congressional delegation. Metro is critical to the federal government. It has transported over half the federal workforce, with more than 30 percent of Metrorail stations serving federal facilities and serves a key role in evacuating the region during emergencies. Federal funding – together with the region's commitment – will support the major maintenance and capital rehabilitation activities that are necessary to restore and improve the aging transit system.

Your collaboration is essential to securing the additional funding our region needs to keep Metro safe and our economy thriving. We appreciate your support on this initiative.

Sincerely,



Robert C. White, Jr.
Chair, Board of Directors
District of Columbia



Christian Dorsey
Vice Chair, Board of Directors
Arlington County



Kate Stewart
Vice Chair, Board of Directors
City of Takoma Park

Cc: Metropolitan Washington Regional Congressional Delegation



Larry Hogan
Governor
Boyd K. Rutherford
Lt. Governor
Gregory Slater
Secretary
Kevin B. Quinn, Jr.
Administrator

FOR IMMEDIATE RELEASE

MEDIA CONTACTS:

[Brittany Marshall](#)

410-767-8367

443-970-0424

[Paul Shepard](#)

410-767-3935

443-622-4181

**FEDERAL RAILROAD ADMINISTRATION & MDOT MARYLAND TRANSIT ADMINISTRATION
ANNOUNCE OPENING OF PUBLIC COMMENT PERIOD FOR BALTIMORE-WASHINGTON
SCMAGLEV PROJECT DRAFT ENVIRONMENTAL IMPACT STATEMENT**

FRA has Agreed to Extend the Public Comment Period from 45 to 90 days

BALTIMORE, MD (JANUARY 15, 2021) – Continuing their efforts to keep the public informed about the progress of the environmental review of the private-sector Baltimore-Washington Superconducting Maglev (SCMAGLEV) Project, the [Federal Railroad Administration](#) (FRA) and [Maryland Department of Transportation \(MDOT\) Maryland Transit Administration](#) (MDOT MTA) today announced the public comment period will open on Friday, January 22, on the SCMAGLEV Draft Environmental Impact Statement (DEIS). The DEIS was posted online today at [bwmaglev.info](#) for public review. All comments received beginning today will be included in the formal public record. Responding to requests from stakeholders, FRA has agreed to extend the original planned public comment period from 45 to 90 days.

The Baltimore-Washington SCMAGLEV is a private-sector project being proposed by Baltimore-Washington Rapid Rail (BWRR). FRA and MDOT MTA prepared a DEIS to study the potential environmental impacts of a new high-speed rail system. BWRR’s proposed SCMAGLEV system would operate between Washington, D.C., and Baltimore with a stop at Baltimore/Washington International Thurgood Marshall Airport.

On behalf of BWRR, MDOT’s responsibilities, in partnership with FRA, include: administering the federal grant funding to perform preliminary engineering and the National Environmental Policy Act (NEPA) study, preparing NEPA documentation and managing the DEIS public outreach process.

FRA and MDOT MTA plan to host virtual public hearings (dates to be determined). These public hearings will be held no sooner than March 22. For updates on the virtual hearing dates and times, please visit [bwmaglev.info](#) and sign up to join the project mailing list. Due to the current COVID-19 protocols, the public hearings will be held virtually. The virtual public hearings will provide an opportunity for the public to verbally comment on the SCMAGLEV DEIS.

The 90-day comment period is open until April 22. In addition to providing comments at the virtual public hearings, the public can submit comments on the website at [bwmaglev.info](#), by email at info@bwmaglev.info or by mail to SCMAGLEV Project, c/o Lauren Molesworth, Maryland Transit Administration, 6 Saint Paul St., Baltimore, MD 21202.

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Washington Metropolitan Area Transit Authority

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For immediate release: January 27, 2021

Metro, AT&T, T-Mobile and Verizon announce wireless service in rail tunnels systemwide

Transit riders and visitors to the nation's capital now enjoy one of the most connected wireless experiences of any rail system in the U.S. with coverage available in all tunnels. The nation's major wireless carriers—AT&T, T-Mobile, and Verizon—and Metro today officially announced the final milestone, more than a decade in the making, to provide wireless service for those who use the Metrorail system. With Metro's 100-mile tunnel network now connected to each wireless carrier's network, customers can communicate or stream content throughout their journey from the street to the station and in the train.

The latest activation brings the final three segments online between Dupont Circle in Downtown DC and White Flint in Maryland, the Yellow Line from L'Enfant Plaza to the Pentagon, and Silver Line in Tysons Corner.

Metro and the wireless carriers worked closely with the region's Congressional delegation on the project, including U.S. Senator Mark Warner (D-VA).

"This is something we've been working with Metro and the carriers on for years, because it will improve safety for Metro riders and workers," said Senator Warner, "The federal government and the region have made substantial investments in making this system safer and more reliable, from rebuilding tracks to introducing new rail cars, and now passengers will be able to use their cellphones underground throughout the system."

Completion of the underground portion of the Metrorail system adds to the customer experience that already included wireless service in all below ground stations and free Wi-Fi at all 91 stations.

"Bringing this project to the finish line gives riders added security and all the conveniences of wireless connectivity. Customers can text, talk, and explore the internet and apps, including Metro's mobile payment options to load value and manage their SmarTrip account while traveling on Metro," said Metro General Manager/CEO Paul J. Wiedefeld. "We appreciate the work of the carrier team, the leadership of our Congressional delegation, and the support of state and local partners throughout this project. A robust wireless network will enable new technologies to improve real-time customer communications and operate more efficiently."

The latest coverage additions will add to safety and security by improving mobile communication for customers, Metro employees and first responders in the event of an emergency.

The installation required more than 400 miles of cabling and infrastructure in Metro's extensive tunnel system and additional components in shafts, stations, and above-ground connections. Much of the work could only occur when train service was not operating during three-to-four-hour overnight maintenance windows or during other scheduled track maintenance outages.

"This significant joint investment provides a communications network that allows each provider's customers to stay connected with their friends, families and favorite content when using the Metro system. The cooperative approach adopted by the Providers and WMATA was critical in bringing this project to fruition," said AT&T, T-Mobile and Verizon in a joint statement.

The project, initiated by the Congressional Passenger Rail Investment and Improvement Act, was jointly funded by an agreement between Metro and the wireless carriers and addresses recommendations by the Metropolitan Washington Council of Governments on Metro's Underground Communications Systems.

Day-to-day operation and maintenance of the carrier's communications system will be performed by the wireless carriers who will also regularly test and enhance the network to provide an optimal wireless experience for their respective customers.

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February 15, 2021

The Honorable Charles Allen
Chairman
National Capital Region Transportation Planning Board
Metropolitan Washington Council of Governments
777 North Capitol Street, N.E., Suite 300
Washington DC 20002

Dear Chairman Allen:

As we have done related to past major milestones, I am writing to update the National Capital Region Transportation Planning Board (TPB) on Maryland's I-495 & I-270 Public Private Partnership (P3) Program. Included with this letter is our recent press release and fact sheet announcing the Maryland Department of Transportation (MDOT) Recommended Preferred Alternative (RPA) for the I-495 & I-270 Managed Lanes Study (MLS). This updates the project to be more consistent with key elements of Visualize 2045 including high-occupancy toll (HOT) lanes, integrated regional commuter bus network, increased access to transit, and improved bicycle and pedestrian connections throughout the region.

As you know, for almost three years the Maryland Department of Transportation State Highway Administration (MDOT SHA) has been conducting a thorough review, study, detailed traffic analysis, environmental analysis, financial analysis, and capital cost analysis while continually gathering input from the public, regulatory agencies, and other important stakeholders. Based on all of this work, on January 27 MDOT SHA formally recommended **Alternative 9**, adding two high-occupancy toll (HOT) lanes on I-495 across the American Legion Bridge to I-270, and adding a HOT lane and converting the existing high-occupancy vehicle (HOV) lane into a HOT lane north on I-270 to I-370.

Under the MDOT Recommended Preferred Alternative (RPA), buses and vehicles with three or more people will be able to travel the new HOT lanes free of charge, reducing dependence on single-occupant vehicles and providing opportunities for faster, more reliable bus transit service, carpooling, and vanpooling throughout the region. All existing general-purpose lanes will continue to be free to travelers. The MDOT RPA will provide long-needed congestion relief to travelers in both the HOT lanes and general-purpose lanes. As compared to the other MLS build alternatives, Alternative 9 will provide the best average speed and travel times, the greatest average hours of saving per commuter, and the largest reduction in local roadway network travel delays.

This MDOT RPA is consistent with key elements of the Visualize 2045 long-range plan, which calls for the addition of new managed lanes on I-495 and I-270 in Maryland, and an integrated regional commuter bus network. The MDOT SHA is proposing to use the new managed lanes not only to provide traffic relief, but also to improve the speed and reliability of regional bus service by using the new managed lanes to provide improved connectivity and transit services between key economic centers in both corridors. The MDOT SHA announced new commitments for the bicycle and pedestrian community as part of the program including: improved bicycle and pedestrian connections and trail connectivity across the American Legion Bridge; regional transit improvements such as expanded bus capacity at Shady Grove Metro; expanded park-and-ride facilities; and environmental enhancements.

Visualize 2045 came about because traffic modeling analysis of the previous long-range plans indicated a dramatic worsening of congestion by 2040, even if everything in those previous plans were built. The P3 Program is an integral part of the Expanded Regional Express Toll Network in Visualize 2045, as it will provide new regional transit options and dramatically improve congested conditions around major chokepoints like the American Legion Bridge and I-270. As the region seeks to reduce our dependence on driving alone, the RPA will encourage carpooling by exempting cars with three or more passengers and buses from the tolls.

We fully recognize that COVID-19 is impacting all Marylanders today – in how we work, in how we spend our free time, and in how we travel. While traffic volumes have so far returned to roughly 88% of pre-COVID-19 levels, and there may be some short-term reductions in travel that may extend for a few years, the American Legion Bridge & I-270 P3 Project is a long-term regional plan that allows MDOT to prepare for projected increasing traffic volumes and commute times between now and 2045. The National Capital Region is projected to add 1.3 million more residents by 2045. Multiple studies over the last decade have shown that the National Capital Region is already one of the most congested metropolitan regions in the nation, and Marylanders faced the second highest commuting times in the country.

Given the TPB's priorities on Climate Change and their recent coordination with the Transportation Climate Initiative (TCI), we also wanted to convey Maryland's commitment to addressing the causes and impacts of climate change. The MDOT is an active member on both the Maryland Commission on Climate Change (MCCC) and develops the Maryland Greenhouse Gas Reduction Act (GGRA) Plan in coordination with the Maryland Department of the Environment (MDE). It is important to us to address climate change-related concerns. The MDOT has brought significant resources to bare to ensure that we are analyzing the greenhouse gas (GHG) emissions impacts of our transportation network today, and well into the future. Our analyses have been peer reviewed and independently verified.

Our statewide analyses are based on the most recent state of the practice and reflect key assumptions utilized in the recent, Transportation Climate Initiative Program (TCI-P) to estimate current, on-road transportation emissions as well as the impacts of future plans, programs, projects, and policies. Maryland's transportation sector analyses for 2030 indicates a

The Honorable Charles Allen
Page Three

transportation system-wide reduction of 1.71 million metric tons of carbon dioxide equivalent (MMTCO_{2e}) resulting from the implementation of our consolidated transportation program (CTP) and metropolitan planning organization (MPO) long-range transportation plans, including Visualize 2045.

While it is most useful, and relevant, to consider transportation impacts throughout the system holistically, we recognize the desire to understand project-level emission impacts. Based on MDOT SHA's Draft Environmental Impact Statement (DEIS) for the I-495 & I-270 Managed Lanes Study, the emissions impact of the project in the 2040 Design Year for Alternative 9 will result in a negligible emission increase of 0.04 MMTCO_{2e} between the Build and No-Build scenarios and an emission improvement of 0.085 MMTCO_{2e} between the Existing and Build scenarios.

Overall, Visualize 2045 indicates that we are moving in a positive direction. In fact, as population and employment in the region are projected to increase by 23% and 29%, respectively between today and 2045, we are also seeing an increase in transit trips of 38%, bicycle and walk trips of 49%, and a decrease in per capita VMT of 3%. Due to the increase in population and employment, the region will see an overall increase in VMT of 20%. This indicates that it is more important than ever to increase our attention on congestion mitigation, alternative modes of transportation, telework, and investment in alternative transportation technologies such as zero emission vehicles (ZEV). The increasing growth of ZEV ownership and infrastructure is a critical strategy for achieving GHG reduction. With almost 30,000 electric vehicles registered in Maryland today, and the proliferation of charging locations across the State, we expect electrification of the transportation sector will progress rapidly. We expect emerging vehicle technologies such as connected and automated vehicles to further boost these trends and achieve GHG reductions.

We will continue to update the TPB as we move forward with this program. We appreciate your coordination, and if you need further assistance, please contact Kari Snyder at 410-865-1305 or via email at ksnyder3@mdot.maryland.gov. She will be happy to assist you.

Sincerely,



R. Earl Lewis, Jr.
Deputy Secretary

Attachments

cc: Kari Snyder, Regional Planner, Office of Planning and Capital Programming,
MDOT



For Immediate Release

[Terry Owens](#), MDOT SHA P3 Office – (410) 903-7454

MDOT SHA Recommends HOT Lanes to Provide New Travel Options for National Capital Region

*Recommended Preferred Alternative 9 Includes HOT Lanes, Supports New Transit Opportunities;
MDOT SHA Announces Commitments for Bike/Pedestrian Connections and Environmental Upgrades*

BALTIMORE, MD (January 27, 2020) – To provide Marylanders with new options and opportunities for improved travel in the National Capital Region, the Maryland Department of Transportation (MDOT) State Highway Administration (MDOT SHA) has formally recommended Alternative 9, adding two high-occupancy toll (HOT) lanes across the American Legion Bridge to I-270, and north on I-270 to I-370. This alternative also would add a bicycle and pedestrian connection across the new American Legion Bridge. MDOT is committed to delivering the improvements in phases, focusing first on the American Legion Bridge as the primary link between key economic centers in Maryland and Virginia.

Buses and vehicles with three or more people would be able to travel the new HOT lanes free of charge, reducing dependence on single-occupant vehicles and providing opportunities for faster, more-reliable bus transit service, carpooling and vanpooling throughout the region. Under this MDOT Recommended Preferred Alternative (MDOT RPA), existing travel lanes throughout the corridor will be retained, and will remain free for use by all motorists. Drivers of single occupancy vehicles only would pay if they choose to use the managed lanes.

“In addition to delivering significant congestion relief in the existing free lanes, this Recommended Preferred Alternative provides Marylanders with new travel options including free use of the new managed lanes for carpoolers and transit riders, new bike and pedestrian connections in the community and across the Potomac to the C&O Canal, and a consistent reliable transportation network for the entire National Capital Region from Maryland into Virginia,” said MDOT Secretary Gregory Slater. “Addressing the congestion bottleneck at the American Legion Bridge and identifying a strategy to replace this 60-year-old infrastructure element of the regional transportation network is critical to Maryland’s economic recovery and growth. As we take yet another step in addressing these challenges, continued partnership and collaboration are crucial for continued progress.”

The phased delivery of the MDOT RPA for the I-495 & I-270 Managed Lanes Study focuses on the most critical area – the American Legion Bridge and I-270 – as Phase 1 South. The agency will not proceed with permitting and implementation of subsequent phases until additional environmental reviews are complete with further collaboration and engagement with agencies and the public.

Based on feedback already received from partner agencies, stakeholders and the public, MDOT today also is announcing new commitments for the community as part of the program including: improved bicycle and pedestrian connections and trail connectivity across the American Legion Bridge; regional transit improvements such as expanded bus capacity at Shady Grove Metro; expanded park-and-ride facilities; and environmental enhancements.

The MDOT RPA for the I-495 & I-270 Managed Lanes Study (MLS) proposes adding two HOT managed lanes in each direction of I-495 from south of the George Washington Memorial Parkway in Virginia across the American Legion Bridge to west of MD 5. On I-270 from I-495 to north of I-370, the alternative would add one HOT lane and convert the highway's existing HOV lane into a HOT lane, resulting in a network of two managed HOT lanes in each direction. The result would be significant operational and multimodal network benefits, while retaining existing travel lanes as free lanes. MDOT SHA will not seek permits/authorizations outside of Phase 1 South: American Legion Bridge I-270 to I-370 until additional design details are developed in coordination with applicable agencies and environmental review is completed.

“Announcing our Recommended Preferred Alternative is another important milestone in our collaborative partnership with Virginia as we work together on the economic recovery of the entire National Capital Region,” MDOT SHA Administrator Tim Smith said. “We are excited about the important work ahead with our partners and stakeholders.”

Alternative 9 is one of several alternatives – including a No Build option and six managed lane alternatives – that MDOT SHA and the Federal Highway Administration (FHWA) included in the MLS Draft Environmental Impact Statement published in July 2020. A public comment period, including a series of virtual and in-person public hearings, was conducted between July 10, 2020, and November 9, 2020. MDOT SHA has determined the MDOT RPA best serves the study's Purpose and Need, which seeks to address existing traffic and long-term traffic growth, enhance trip reliability, provide additional travel options and improve the movement of goods and services.

MDOT SHA and FHWA continue to consider all comments received as part of the DEIS process. Additional analysis is being performed as needed and the agency will respond to substantive comments in the study's Final Environmental Impact Statement and Record of Decision, expected to be completed in fall 2021.

The MLS is an environmental study being conducted by MDOT SHA and FHWA in accordance with the National Environmental Policy Act (NEPA). MDOT SHA is concurrently conducting a solicitation for the American Legion Bridge I-270 to I-70 Relief Plan. The solicitation will identify a private-sector partner to work collaboratively with all the stakeholders on the Phase 1 Predevelopment Work.

The P3 Program will be designed and developed using a multi-step Progressive P3 model. Selecting a partner for the Predevelopment Work over the next year allows MDOT SHA and the Maryland Transportation Authority to begin working with the Phase Developer and all stakeholders on best ways to advance the preliminary design to further avoid and minimize impacts to environmental resources, communities, properties, utilities, and other features by working with the counties, municipalities, state and federal agencies, property owners, utilities and citizens.

After this significant collaborative effort, and only if a build alternative is identified, MDOT would seek final approval from the Maryland Board of Public Works (BPW) for only the first Section P3 Agreement, which would be focused on the American Legion Bridge and connecting with our partners in Virginia, to advance final design, construction, financing, operations, and maintenance for 50 years.

Predevelopment collaboration through this progressive P3 model will provide more efficient pricing and better schedule certainty for section agreements before MDOT takes them to BPW for final approval only after a Record of Decision is received.

More details about the MDOT RPA's benefits and commitments are in the attached MDOT Recommended Preferred Alternative Fact Sheet for the I-495 & I-270 Managed Lanes Study and also available online. The fact sheet outlines specific commitments MDOT and its partners are making to deliver transit, bicycle and pedestrian, and environmental enhancements. For more information about the Managed Lanes Study or the P3 Program visit 495-270-p3.com.

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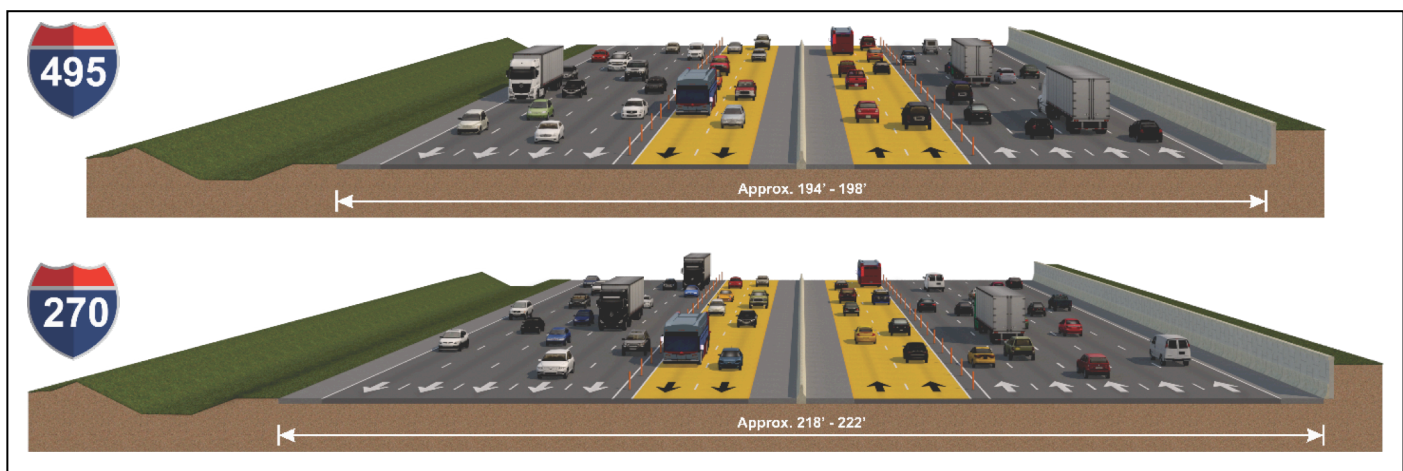
I-495 & I-270 Managed Lanes Study MDOT Recommended Preferred Alternative Fact Sheet

The Maryland Department of Transportation (MDOT) State Highway Administration (MDOT SHA) has formally recommended Alternative 9, adding two high-occupancy toll (HOT) lanes on I-495 across the American Legion Bridge to I-270, and north on I-270 to I-370.

Under this alternative, buses and vehicles with three or more people would be able to travel the new HOT lanes free of charge, reducing dependence on single-occupant vehicles and providing opportunities for faster, more-reliable bus transit service, carpooling and vanpooling throughout the region. The program also would provide significant new bike and pedestrian connections.

Denoted as Alternative 9 in the I-495 & I-270 Managed Lanes Study, HOT Lanes are the MDOT Recommended Preferred Alternative (MDOT RPA), proposing two high-occupancy toll (HOT) managed lanes in each direction of I-495 from south of the George Washington Memorial Parkway in Virginia, across the American Legion Bridge, to west of MD 5. On I-270 from the Capital Beltway north to I-370, the MDOT RPA proposes to add a HOT lane and to convert the existing high-occupancy vehicle (HOV) lane into a HOT lane, resulting in a two-lane, HOT managed lanes network in each direction. The section of I-270 north of I-370 to Frederick will be considered as part of a separate environmental study. MDOT SHA will not seek permits/authorizations outside of Phase 1 South: American Legion Bridge I-270 to I-370 until additional design details are developed in coordination with applicable agencies and environmental review is completed.

MDOT RPA: High Occupancy Toll (HOT) Lanes Typical Section



It's important to note that Alternative 9 maintains free use of the existing free, general purpose lanes on the entire system. All travelers will be able to continue to use these lanes for free. The proposed HOT lanes under Alternative 9 will provide traffic relief throughout the corridor, as well as in these free general purpose lanes where no toll is required. Toll facilities would additionally provide funds for transportation improvements throughout the corridor – including expanded transit opportunities and infrastructure state of good repair costs and modernization -- that would not otherwise be funded.



I-495 & I-270 Managed Lanes Study MDOT Recommended Preferred Alternative Fact Sheet

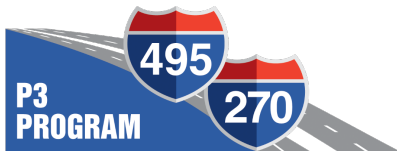
The MDOT RPA provides significant operational and multimodal system benefits including:

- the best average speed and travel times on I-495 and I-270, achieving free-flow speeds in the managed lanes while averaging 41 miles per hour (mph) in the free general purpose lanes, during peak periods;
- the greatest average hours of saving per commuter of about 73 hours per year;
- average PM peak period trips from the American Legion Bridge to I-370 would take just 15 minutes in the managed lanes, or just 23 minutes in the free general purpose lanes, compared to 32 minutes in the No-build Alternative, a time savings of up to 17 minutes one-way;
- the largest reduction in local roadway network travel delays -- 7.0 percent daily time savings;
- new travel opportunities and connections by providing toll-free travel for HOV 3+ users and bus transit in addition to the free general purpose lanes;
- new opportunities for ride sharing and car/van pooling, reducing dependence on single-occupancy vehicles (SOV);
- new travel options with expanded bicycle and pedestrian connections, including across the American Legion Bridge;
- the greatest increase in travel speed for transit buses in the HOT lanes assuring a reliable transit trip; new connections to existing transit services on local arterials that serve activity and economic centers;
- replacement of approximately 23 miles of existing noise walls and installation of more than 14 miles of new noise walls; and
- the most operational compatibility with the existing and proposed I-495 Express (HOT) Lanes in Virginia.

The MLS is being conducted by MDOT SHA and FHWA in accordance with the National Environmental Policy Act (NEPA). MDOT SHA is concurrently conducting a solicitation for the I-495 & I-270 P3 Program Phase 1: American Legion Bridge I-270 to I-70 Relief Plan. The solicitation will identify a private-sector partner to work collaboratively with all the stakeholders on the Phase 1 Predevelopment Work.

The P3 Program will be designed and developed using a multi-step Progressive P3 model. Selecting a partner for the Predevelopment Work over the next year allows MDOT SHA and the Maryland Transportation Authority to begin working with the Phase Developer and all stakeholders on best ways to advance the preliminary design to further avoid and minimize impacts to environmental resources, communities, properties, utilities, and other features by working with the counties, municipalities, state and federal agencies, property owners, utilities, and citizens.

After this significant collaborative effort, and only if a build alternative is identified, MDOT would seek final approval from the Maryland Board of Public Works (BPW) for only the first Section P3 Agreement, which would be focused on the American Legion Bridge and connecting with our partners in Virginia, to advance final design, construction, financing, operations, and maintenance for 50 years. Predevelopment collaboration through this progressive P3 model will provide more efficient pricing and better schedule certainty for section agreements before MDOT takes them to BPW for final approval only after a record of decision is received.



I-495 & I-270 Managed Lanes Study MDOT Recommended Preferred Alternative Fact Sheet

MDOT is also committed to the following bicycle and pedestrian connections, regional transit improvements, and environmental enhancements:

Bicycle and Pedestrian Connections:

- Commit to priority bicycle and pedestrian connections to remove barriers and provide connectivity for bicyclists and pedestrians consistent with those identified in the affected county master plans and priorities.

Montgomery County

- New pedestrian/bicycle connection across the American Legion Bridge
- Replace and widen Bethesda Trolley Trail bridge crossings of I-495 and I-270
- Lengthen I-270 bridge over Tuckerman Lane north of Bethesda to accommodate future separated bikeway along Tuckerman Lane
- New buffer-separated side paths across MD 190 over I-495 near Carderock Springs
- Widen path along Seven Locks Road under I-495 between Moses Lodge Cemetery and Gibson Grove Church
- New separated bikeway along northbound MD 355 over I-495 between Bethesda and Rockville

Prince George's County

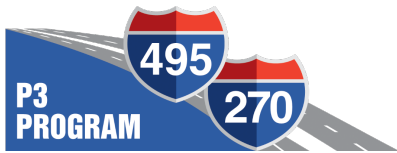
- New 8-foot-wide sidewalks across MD 212/Riggs Road bridge over I-495 near White Oak Manor
- New 10-foot-wide shared-use path along Cherry Hill Road near Beltsville on 2 bridges crossing I-495 Inner Loop and Outer Loop to provide trail connection across interstate
- New 8-foot-wide sidewalks on both sides of Glenarden Parkway over I-495 to improve connection and safety between Glenarden neighborhoods, an identified environmental justice community
- Pedestrian crossing of I-495 in the Largo area between Arena Drive, Metro Bridge, Central Avenue, and Southwest Branch – evaluate best location for the connection
- Expand 8-foot-wide sidewalks on both sides of Auth Road bridge over I-495 to improve access to the Branch Avenue Metro Station
- New connection to Henson Creek Trail near Temple Hills

Regional Transit and Rideshare Improvements:

- Free bus usage of the HOT lanes
- HOV3+ traveling for free, which also allows carpoolers and vanpoolers to ride for free on the HOT lanes
- Commit to the collaboration and delivery of certain regional transit improvements to enhance existing and planned transit and support new opportunities for regional transit service. These items were identified as priorities by the transit service providers and are under discussion with the respective counties:

Montgomery County

- Bus capacity expansion at WMATA Shady Grove Metrorail Station
- Park-and-Ride expansion at Westfield Montgomery Mall Transit Center



Regional Transit and Rideshare Improvements (continued):

Prince George’s County

- “Virtual BRT” stops and technology to support interest in a “virtual BRT” route extension of the Purple Line. This would include stop enhancements and technology such as next vehicle arrival information.
- A Prince George’s County bus maintenance facility to support their system and the buses that would travel along the managed lanes.

Environmental Enhancements:

MDOT SHA is committing to continue working collaboratively with our partner agencies to further avoid and minimize community, cultural, environmental, and parkland impacts, and finalize mitigation based on identified priorities that would, at a minimum, bring no net loss to impacted resources with a goal of net benefit.

Specific commitments and environmental enhancements include the following:

- Commit to further collaboration with National Park Service to continue to reduce impacts with special focus on George Washington Memorial Parkway and Baltimore Washington Parkway.
- Commit to pursuing options that avoid direct access to the Baltimore Washington Parkway.
- Commit to developing a strike team of nationally recognized experts in constructability, design and structures, focused on analyzing innovative options to minimizing impacts to NPS properties near the American Legion Bridge.
- Commit to environmental enhancements that would provide meaningful benefits to adjacent resources to improve the values, services, attributes and functions that may be compromised including water-quality improvements, stream restoration, and removal of invasive species on county parkland.
- Commit to further ongoing collaboration with the bi-county Maryland-National Capital Park and Planning Commission (M-NCPPC) to develop solutions to address their comments and to address water quality concerns on parkland focused on stabilizing streams, creating natural surface channels, and revegetating areas to improve water quality and reduce flooding and pollutant loads. These water quality enhancements include, but are not limited to, these significant parks:

Montgomery County

- Cabin John Stream Valley Park
- Rock Creek Stream Valley Park
- Sligo Creek Parkway
- Indian Spring Terrace Local Park
- Northwest Branch Park

Prince George’s County

- Southwest Branch Stream Valley Park
- Heritage Glen Park
- Manchester Estates Park

Planning and design collaboration for the MDOT RPA will allow the State to work with utilities, including the Washington Suburban Sanitary Commission, to provide for modernization and improvements of outdated water and sewer lines and other infrastructure underneath and adjacent to the Capital Beltway. This access will allow utilities and our county partners to review and plan upgrades that conform to and support their regional utility master plans now and in the future.

ITEM 7 – Information

February 17, 2021

Briefing on the Draft FY 2022 Unified Planning Work Program

Background:

The board will be briefed on the draft Unified Planning Work Program (UPWP) for FY 2022 (July 1, 2021 through June 30, 2022). The UPWP is an annual statement of work identifying the planning priorities and activities to be carried out within a metropolitan planning area and serves as the TPB staff's work scope for the upcoming fiscal year. The board will be asked to approve the FY 2022 UPWP at its March 17 meeting.

UNIFIED PLANNING WORK PROGRAM

DRAFT - FY 2022

Unified Planning Work Program (UPWP) for Transportation Planning for the Washington Metropolitan Region for FY 2022



National Capital Region
Transportation Planning Board

UNIFIED PLANNING WORK PROGRAM (UPWP): FY 2022

DRAFT

The preparation of this program document was financially aided through grants from the District Department of Transportation, Maryland Department of Transportation, Virginia Department of Transportation, and the U.S. Department of Transportation.

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).

ACCOMMODATIONS POLICY

Alternative formats of this document are available upon request. Visit www.mwcog.org/accommodations or call (202) 962-3300 or (202) 962-3213 (TDD).

TITLE VI NONDISCRIMINATION POLICY

The Metropolitan Washington Council of Governments (COG) fully complies with Title VI of the Civil Rights Act of 1964 and related statutes and regulations prohibiting discrimination in all programs and activities. For more information, to file a Title VI related complaint, or to obtain information in another language, visit www.mwcog.org/nondiscrimination or call (202) 962-3300.

El Consejo de Gobiernos del Área Metropolitana de Washington (COG) cumple con el Título VI de la Ley sobre los Derechos Civiles de 1964 y otras leyes y reglamentos en todos sus programas y actividades. Para obtener más información, someter un pleito relacionado al Título VI, u obtener información en otro idioma, visite www.mwcog.org/nondiscrimination o llame al (202) 962-3300.

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I. INTRODUCTION

Purpose

The National Capital Region Transportation Planning Board (TPB) is responsible for the federally required metropolitan transportation planning process, serves as a forum for regional coordination, and provides technical resources for decision-making. This work program presents the work activities that support the TPB's responsibilities.

The FY 2022 Unified Planning Work Program (UPWP) for Transportation Planning for the Washington Metropolitan Region incorporates, in one document, all federally assisted state, regional, and local transportation planning activities proposed to be undertaken in the region from July 1, 2021 through June 30, 2022. The UPWP provides a mechanism to coordinate transportation planning activities conducted by the TPB. It is required as a basis and condition for all federal funding assistance for transportation planning by the joint planning regulations of the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA). The Metropolitan Washington Council of Governments (COG) serves as the administrative agent for the TPB. The TPB is staffed by COG's Department of Transportation Planning. COG provides the administrative functions necessary to meet federal fiduciary and other regulatory requirements to receive FHWA and FTA funds.

This work program describes all transportation planning activities utilizing federal funding, including FHWA metropolitan planning funds (PL Funds) and FTA Section 5303 metropolitan planning funds. The Federal Aviation Administration Continuing Airport System Planning (CASP) program is a separate grant and is included for informational purposes as the TPB is responsible for implementing the grant. The UPWP identifies state and local matching dollars for these federal planning programs, as well as other closely related planning projects utilizing state and local funds.

Planning Requirements

The planning activities outlined in this work program respond to a variety of regulatory requirements. On May 27, 2016, the FHWA and FTA jointly published a final rule on **Statewide and Nonmetropolitan Transportation Planning; Metropolitan Transportation Planning**. The planning rule updates federal surface transportation regulations with changes adopted in the Moving Ahead for Progress in the 21st Century Act (MAP-21) and the Fixing America's Surface Transportation (FAST) Act.

MAP-21 introduced and the FAST Act continues implementing 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." In addition, MAP-21 and the FAST Act included modest modifications to the planning process, policy board composition, participants in the process, and contents of the metropolitan long-range transportation plan. This work program complies with the requirements regarding metropolitan planning.

On March 18, 2020, the TPB approved the 2020 Amendment Visualize 2045, the long-range transportation plan for the National Capital Region, and the FY 2021-2024 Transportation Improvement Program (TIP). On May 27, 2020, FHWA and FTA found that Visualize 2045 and the FY 2021-2024 TIP conform to the region's State Implementation Plans.

On March 18, 2020, the TPB, the District of Columbia Department of Transportation (DDOT), the Maryland Department of Transportation (MDOT), and the Virginia Department of Transportation (VDOT) self-certified that the metropolitan transportation planning process being conducted by the TPB is addressing the major issues in the metropolitan planning area and is being carried out in accordance with all applicable federal metropolitan planning requirements as described under 23 CFR 450.336. The Self-Certification Statement is signed by the three state DOTs and the TPB.

In June 2019, FHWA and FTA jointly certified that the TPB's planning process complies with metropolitan planning regulations and issued a certification report. On April 10-11, 2019, FHWA and FTA conducted a certification review of the metropolitan planning process in the Washington, DC-VA-MD Transportation Management Area (TMA) which is the responsibility of the TPB and the Fredericksburg Area Metropolitan Planning Organization (FAMPO). Improvement and enhancements identified in the report will continue to be integrated into the TPB's ongoing planning process. The next certification review will be conducted in calendar year 2023.

The TPB will continue its rich tradition of coordinating with neighboring MPOs and with those MPOs with which it shares DOTs. The TPB will not only continue to coordinate but will look to enhance all its coordination opportunities. TPB is involved in the statewide MPO planning efforts in both Maryland and Virginia. The TPB participates in the Maryland MPO Roundtable meetings, which occur 4 times a year. The TPB is an active participant and a voting member of the Virginia Association of Metropolitan Planning Organizations (VAMPO). A TPB staff member served as the VAMPO Vice Chair in FY 2021.

THE CLEAN AIR ACT

The Clean Air Act Amendments (CAAA) of 1990 require that the transportation actions and projects in the metropolitan transportation plan (LRTP) and Transportation Improvement Program (TIP) support the attainment of federal health standards for ozone. The LRTP and TIP must meet specific requirements as specified by the Environmental Protection Agency (EPA) regulations first issued on November 24, 1993, and amended several times, most recently in April 2012, regarding criteria and procedures for determining air quality conformity of transportation plans, programs, and projects funded or approved by FHWA and FTA. These conformity requirements are also addressed in this document.

TITLE VI AND ENVIRONMENTAL JUSTICE: ENSURING NON-DISCRIMINATION

It has been the long-standing policy of both COG and TPB to actively ensure nondiscrimination under Title VI of the Civil Rights Act of 1964. Title VI states that "no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance." Executive Order 12898, issued February 11, 1994, requires that the TPB identify and address, as appropriate, disproportionately high or adverse effects of its programs, policies, and

activities on minority populations and low-income populations. While COG, as the TPB's administrative agent, has the primary responsibility for meeting Title VI requirements, ensuring non-discrimination is an underlying tenet that permeates this work program. The TPB has a two-pronged approach to ensuring nondiscrimination: 1) analysis of the long-range plan for disproportionately high and adverse impacts, and 2) engaging traditionally transportation-disadvantaged populations in the planning process. The specific tasks related to Title VI analysis is under Activity 1: Long-Range Transportation Planning. Engaging transportation disadvantaged-populations, primarily through the Access for All Advisory Committee, is found in Activity 4: Public Participation. COG's Title VI Plan and Title VI Program (including the Language Assistance Plan), the Title VI notice to the public, and complaint procedures can be found at <https://www.mwcog.org/documents/titlevi/>.

On July 13, 2018, USDOT issued a determination that the COG Title VI Program satisfies the Title VI program requirements. The next triennial Title VI program update is due to FTA on June 1, 2021. The Maryland Department of Transportation (MDOT) also conducted a site visit and approved the Title VI Plan on January 5, 2017. VDOT and DDOT also conducted Title VI reviews in 2020.

Federal Requirements for Performance-Based Planning and Programming

MAP-21 and the FAST Act call for metropolitan planning organizations, public transportation providers and states **to establish and use a performance-based approach to transportation decision making**. USDOT has established performance measures related to seven goal areas for the federal-aid highway system. The goal areas include safety, infrastructure, congestion reduction, system reliability, freight movement and economic vitality, environmental sustainability, and reduced project delivery delays. Additional goal areas for public transportation address transit safety and transit asset management.

FHWA and FTA have completed the issuance of final rulemakings for the performance measures, with deadlines set for target setting and periodic updates. TPB has been and will continue to work with the states and public transportation providers to collect data, make forecasts for performance, and update performance targets in support of those measures; and the TPB subsequently has up to 180 days to update performance targets as required, coordinated with those of the states and public transportation providers. The metropolitan transportation plan and the Transportation Improvement Program (TIP) are required to include a description of the performance measures and targets used in assessing the performance of the transportation system. The metropolitan transportation plan is required to include a system performance report evaluating the condition and performance of the transportation system with respect to the established targets. The TIP is also required to include a description of the anticipated effect of the TIP toward achieving the performance targets set in the plan. The approved plan and TIP are compliant with these requirements.

Regional Planning Goals

In 1998, the TPB adopted the TPB Vision, which outlines a set of policy goals that have since served to guide the TPB's planning work program:

- The Washington metropolitan region's transportation system will provide reasonable access at reasonable cost to everyone in the region.
- The Washington metropolitan region will develop, implement, and maintain an interconnected transportation system that enhances quality of life and promotes a strong and growing economy throughout the entire region, including a healthy regional core and dynamic regional activity centers with a mix of jobs, housing, services, and recreation in a walkable environment.
- The Washington metropolitan region's transportation system will give priority to management, performance, maintenance, and safety of all modes and facilities.
- The Washington metropolitan region will use the best available technology to maximize system effectiveness.
- The Washington metropolitan region will plan and develop a transportation system that enhances and protects the region's natural environmental quality, cultural and historic resources, and communities.
- The Washington metropolitan region will achieve better inter-jurisdictional coordination of transportation and land use planning.
- The Washington metropolitan region will achieve enhanced funding mechanisms for regional and local transportation system priorities that cannot be implemented with current and forecasted federal, state, and local funding.
- The Washington metropolitan region will support options for international and inter-regional travel and commerce.

These goals are broad in scope, and together with the strategies and objectives that are also outlined in the TPB Vision, provide a framework for setting out core principles for regional transportation planning. TPB Vision's policy goals encompass the ten planning factors required under the planning process of MAP-21 and are considered when developing the metropolitan transportation plan. Each planning factor is included in one or more of the TPB Vision goals, objectives, and strategies, except for security, which is implicitly addressed in the TPB Vision.

On January 15, 2014, after a three-year process, the TPB approved the Regional Transportation Priorities Plan (RTPP) for the National Capital Region. The Priorities Plan developed a comprehensive set of regional transportation goals and challenges, and then identified three regional priorities that local, state, and regional agencies should consider when developing projects for inclusion in the LRTP. In FY 2017, the Priorities Plan will influence policy actions, funding strategies, and potential projects considered for incorporation into Visualize 2045.

In 2017, the TPB established the Long-Range Plan Task Force, who engaged in a sketch planning effort to identify initiatives that could help the region achieve these goals. At that time, TPB Members had decided that the previous long-range plan did not show satisfactory performance compared to current conditions, nor did it bring us close enough to reach these regional planning goals. In December 2017 and January 2018, the TPB endorsed seven aspirational initiatives recommended

by the Long-Range Plan Task Force which have potential to significantly improve the performance of the region's transportation system compared to current plans and programs. These seven aspirational initiatives are included in Visualize 2045, calling upon member jurisdictions and agencies to plan for and implement these initiatives that will help bring the region closer to reaching its goals.

As approved in Resolution R1-2021, the TPB and its staff commit to being guided by the following statement on equity, and the activities as carried out in the UPWP are intended to reflect this:

The TPB and its staff commit that our work together will be anti-racist and will advance equity including every debate we have, and every decision we make as the region's MPO; and the TPB affirms that equity, as a foundational principle, will be woven throughout TPB's analyses, operations, procurement, programs, and priorities to ensure a more prosperous, accessible, livable, sustainable, and equitable future for all residents; and we recognize past actions that have been exclusionary or had disparate negative impacts on people of color and marginalized communities, including institutionalized policies and practices that continue to have inequitable impacts today, and we commit to act to correct such inequities in all our programs and policies.

Responsibilities for Transportation Planning

The National Capital Region Transportation Planning Board (TPB) is the official metropolitan planning organization (MPO) for the National Capital Region and is responsible for conducting a continuing, cooperative, comprehensive (3-C) metropolitan transportation planning process. The TPB was designated as the region's MPO by the governors of Maryland and Virginia and the mayor of the District of Columbia.

The TPB is composed of representatives from the 24 cities and counties, including the District of Columbia, that are members of the Metropolitan Washington Council of Governments (COG), the three state-level transportation agencies, the Washington Metropolitan Area Transit Authority (WMATA), the Metropolitan Washington Airports Authority (MWAA), four federal agencies, the General Assemblies of Maryland and Virginia, and private transportation service providers. When matters of importance are before the TPB, a special voting procedure may be invoked that weights the votes of local jurisdiction members according to population.

The TPB also serves as the transportation policy committee of COG. This relationship serves to ensure that transportation planning is integrated with comprehensive metropolitan planning and development and is responsive to the needs of the local governments in the area. Figure 1 lists the jurisdictions and organizations represented on the TPB and its technical committees and subcommittees. Figure 2 shows the geographic location of each of the local member jurisdictions and urbanized areas (UZA).

Policy coordination of regional highway, transit, bicycle, pedestrian, and intermodal planning is the responsibility of the TPB. This coordinated planning is supported by the three state departments of transportation (DOTs), FTA, FHWA, and the member governments of COG. The TPB coordinates, reviews, and approves work programs for all proposed federally assisted technical studies as part of the UPWP. The relationship among land use, environmental, and transportation planning for the area is established through the continuing, coordinated land-use, environmental, and transportation

planning work programs of COG and TPB. Policy coordination of land use and transportation planning is the responsibility of COG, which formed the Region Forward Coalition in 2010 to foster collaboration in these areas, and the Transportation Planning Board. COG's regional land use cooperative forecasts are consistent with the adopted metropolitan transportation plan.

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

In metropolitan Washington, the roles and responsibilities involving the TPB, the three state DOTs, the local government transportation agencies, WMATA, and the local government public transportation operators for cooperatively carrying out regional transportation planning and programming have been established over several years. As required under planning regulations, the TPB, the state DOTs, and the public transportation operators have documented their transportation planning roles and responsibilities in an agreement that was executed by all parties in April 2018. To meet Performance-Based Planning and Programming provisions, the TPB and individual stakeholders have documented their roles in responsibilities in Letters of Agreement (LOAs) that respond to each required performance area: Highway Safety, Highway and Bridge Condition, and System Performance (Congestion, Freight, and CMAQ). The responsibilities for the primary planning and programming activities are indicated in Figure 3.

With regards to coordination with other MPOs near the TPB's planning area, there are two agreements in place that lay out responsibilities for planning, programming, and air quality conformity analysis. Both agreements can be found in the Appendices. In Virginia, the TPB has an agreement with the Fredericksburg Area MPO (FAMPO) from 2004 in which FAMPO assumes responsibility for meeting the transportation management area (TMA) planning and programming requirements within the Washington, DC-VA-MD Urbanized Area portion of Stafford County and producing the required planning documents for the TPB's current planning cycle. This agreement was reviewed in 2012 by both FAMPO and TPB staff, and it was mutually agreed that no changes were necessary. In the 2019 Federal Certification Review, the Federal Team strongly recommended that , within a year, this agreement be updated to reaffirm and validate the mutually agreed upon roles of each MPO and in consideration of the passage of multi-year federal surface transportation legislation to ensure that ongoing roles and responsibilities are consistent with regional, State and Federal expectations. In Maryland, the TPB formalized an agreement between the TPB, the Calvert-St. Mary's Metropolitan Planning Organization (C-SMMPO), and Calvert County, Maryland, regarding the conformity analysis of transportation plans, programs, and projects in Calvert County. Calvert County is in the Washington, DC-MD-VA 8-Hour Ozone Nonattainment area and is also a member of the new Southern Maryland MPO. The agreement between the three parties was signed in January 2016.

A list of transportation planning studies to be conducted within the National Capital Region can be found in Figure 4.

Figure 1: Jurisdictions and Organizations Represented on the TPB and its Technical Committees and Subcommittees

VIRGINIA

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

MARYLAND

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

DISTRICT OF COLUMBIA

District of Columbia Council
District of Columbia Department of Transportation
District of Columbia Office of Planning

REGIONAL, FEDERAL, AND PRIVATE SECTOR

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

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

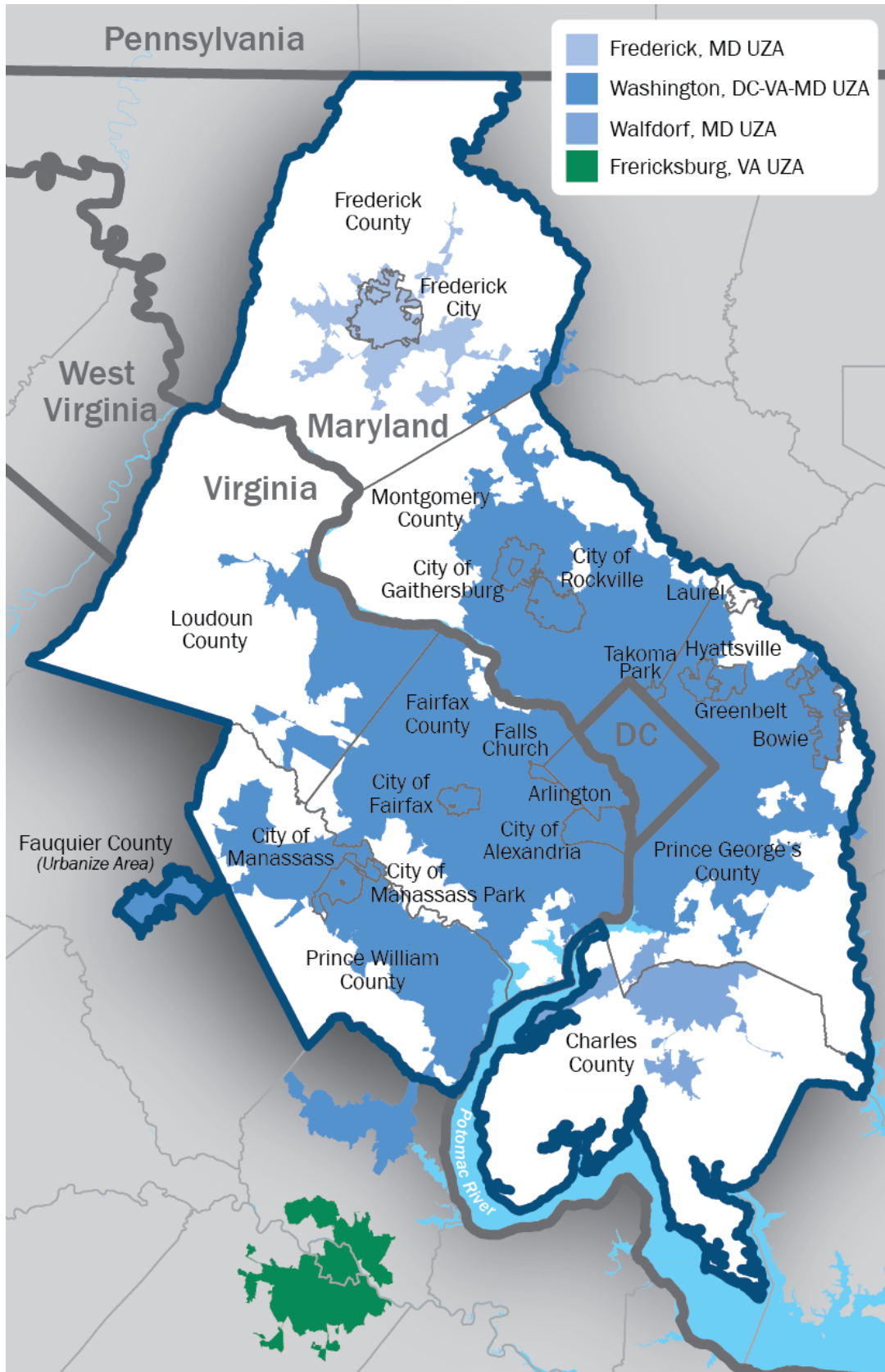


Figure 3: Transportation Planning and Programming Responsibilities

RESPONSIBILITY	AGENCIES
UPWP Development	TPB, DOTs, WMATA, Local Governments
Planning Certification	TPB, DOTs
Performance-Based Planning	TPB, DOTs, WMATA, Public Transportation Providers
Visualize 2045 Development	
Air Quality Conformity	TPB, FAMPO
Congestion Management Process	TPB, DOTs, Local Governments, FAMPO
Environmental Consultation	TPB, DOTs, Local Governments
Financial Element	TPB, DOTs, WMATA, Local Governments
Freight Element	TPB, DOTs, Local Governments
Participation Plan	TPB
Performance Based Planning and Programming	TPB, DOTs, WMATA, Public Transportation Providers
Plan Inputs/Update	DOTs, WMATA, Local Governments, NVTA, PRTC, FAMPO
Project Selection	TPB, DOTs, WMATA, Local Governments
Safety Element	TPB, DOTs, Local Governments
Transportation/Land-Use Planning	TPB, MDPC, Local Governments
TIP Development	
TIP Inputs	DOTs, WMATA, Local Governments, NVTA, PRTC
Air Quality Conformity	TPB, FAMPO
Financial Plan	TPB, DOTs, WMATA, Local Governments, NVTA, PRTC
Human Service Transportation Coordination Planning	TPB, WMATA, Human Service Agencies
Private Enterprise Participation	TPB, WMATA, Local Governments, NVTC, PRTC
Project Selection	TPB, DOTs, WMATA
Projects Federal Funding	TPB, DOTs, WMATA
Public Involvement Plan	TPB
Air Quality 2010 Attainment Plan	MWAQC, TPB, DOTs
CO2 Mobile Emissions Reduction	WMATA, State Air Quality Agencies
Climate Change Mitigation	TPB, DOTs, WMATA, Local Governments
Corridor Studies	DOTs, WMATA, TPB
Travel Demand Forecasting	TPB
Travel Monitoring	TPB, DOTs, WMATA, Local Governments

Figure 4: Transportation Planning Studies within the National Capital Region, 2022

STUDY	PRIMARY AGENCIES	SCHEDULE	PRODUCTS
REGIONAL			
Station Area Plans (multiple stations)	WMATA	Ongoing	Plans
Station Access Studies (multiple stations)	WMATA	Ongoing	Plans
Station Capacity Studies	WMATA	Ongoing	Plans
Annual Bus Line Study	WMATA	Ongoing	Study
Bus Service Evaluation Studies	WMATA	Ongoing	Studies
Shepherd Parkway Study	WMATA	2022-2023	Study
Purple Line/Bus Connections	WMATA	2022	Study
Bus Hazards Identification Study	WMATA	2022-2023	Study
Bus Station Operations Safety Plans	WMATA	Ongoing	Plan
Bus Network Redesign	WMATA	2021-2024	Plan
New Bus Operating Division Feasibility Study – Silver Spring	WMATA	2022-2023	Study
On-Demand Transit Study	WMATA	2023	Study
Blue/Orange/Silver Corridor NEPA/Project Development	WMATA	2022-2024	NEPA
SmarTOD (TOD planning online tool)	WMATA	2022	Model/Data tool
Bicycle and Pedestrian Access Blueprint	WMATA	2021	Plan
Station Mode-of-Access Targets	WMATA	2021-2022	Plan
TOD Strategic Plans	WMATA	2023	Plan
Bus-Oriented Development Study	WMATA	2022	Study

Figure 4: Transportation Planning Studies within the National Capital Region, 2022

STUDY	PRIMARY AGENCIES	SCHEDULE	PRODUCTS
Customer Segmentation Analysis	WMATA	2022	Study
Customer Experience Design Guidelines	WMATA	2023	Plan
Resilience Implementation Strategy	WMATA	2023	Plan
Electric Bus Alternatives Pilot	WMATA	2022-2023	Study, NEP scoping
MARYLAND			
MD 3 Widening/Upgrade Study (US 50 to MD 32)	MDOT SHA	On-hold	DEIS
MD 5 Transportation Study (I-95/I-495 to US 301)	MDOT SHA	On-hold	DEIS
MD 28/MD 198 Corridor Study (MD 97 to I-95)	MDOT SHA	2021	Plan/Report
US 15/US 40 Frederick Freeway Study	MDOT SHA	On-hold	CE
US 301 South Corridor Transportation Study (I-595/US 50 to Potomac River)	MDOT SHA, Charles County	On-hold	TBD
US 301 Waldorf Study (TB to South of Waldorf)	MDOT/SHA, Charles County	On-hold	TBD
TOD Planning for the Purple Line Project	UMD/MDOT MTA	2022	TBD
DISTRICT OF COLUMBIA			
DC Streetcar – Benning Rd Ext Environmental	DDOT, FTA, FHWA	2020	EA
Benning Rd Reconstruction & Streetcar	DDOT	2020	Design
Florida Avenue NE Study	DDOT	2020	Design
East End Bike Lane Study	DDOT	2020	Design

Figure 4: Transportation Planning Studies within the National Capital Region, 2022

STUDY	PRIMARY AGENCIES	SCHEDULE	PRODUCTS
New York Avenue Streetscape and Trail	DDOT	2020	Study
20 th & 21 st Streets NW Protected Bike Lanes	DDOT	2020	Design
Pennsylvania Avenue West of the White House	DDOT	2020	Design
K Street Transitway	DDOT	2020	Design
Long Term Safety & Geometric Improvements	DDOT	2020	Study
Decongestion Pricing Study	DCST/DDOT	2020	Study
Connecticut Avenue Multimodal	DDOT	2020	Study
moveDC	DDOT	2020	Plan
Bus Priority Plan	DDOT	2020	Plan
DC Circulator Sustainability Plan	DDOT	2020	Plan
DC Circulator South Capitol Street Facility Improvement	DDOT	2020	Design
DC Circulator Transit Development Plan Update	DDOT	2020	Plan
VIRGINIA			
Route 28 Corridor Environmental Documentation	Prince William County / VDOT	Ongoing	EA/FONSI
I-495 NEXT Express Lanes Extension to GWMP in vicinity of the American Legion Bridge	VDOT	Ongoing	NEPA Study/EA/FONSI
Arlington Master Transportation Plan Bike Element Update	Arlington County		Plan
Rosslyn Street Network Study	Arlington County		Study
Courthouse Square Shared Streets Study	Arlington County		Study

Figure 4: Transportation Planning Studies within the National Capital Region, 2022

STUDY	PRIMARY AGENCIES	SCHEDULE	PRODUCTS
Wilson Blvd. Road Diet Follow-up Study	Arlington County	On hold	Study
Public Open Spaces Master Plan	Arlington County		Plan
Arlington General Land Use Plan Amendment Study	Arlington County		Study
Four Mile Run Valley Area Study	Arlington County		Study
Lee Highway Corridor Study	Arlington County		Study
Route 28/Dulles Toll Road/Dulles Greenway Traffic Operations & Safety Study	VDOT	Ongoing	Study
I-95 Corridor Improvement Study	VDOT	Ongoing	Study
STARS Route 50 Corridor Improvement Study - From Route 120 (Glebe Road) to Route 6622 (Filmore Street)	VDOT	Ongoing	Report
STARS Route 50 Fairfax County - From Route 2338 (Jaguar Trail) to Route 613 (Wilson Blvd)	VDOT	Ongoing	Report
Shreve Road Safety and Operational Study	VDOT	2021	Report
Route 1/Russell Road Interchange Study	VDOT	2021	Report
Fairfax County Parkway/Franconia - Springfield Parkway - Alternatives Analysis & Long-Term Planning Study	Fairfax County/VDOT	2020	Study
I-495/American Legion Bride Transit/TDM Study	DRPT	2020	Study
Springfield to Quantico Enhanced Public Transportation Feasibility Study	DRPT	2021	Study

Figure 4: Transportation Planning Studies within the National Capital Region, 2022

STUDY	PRIMARY AGENCIES	SCHEDULE	PRODUCTS
STARS Route 123/I-95 Safety and Operational Study	VDOT	Ongoing	Report
STARS Route 123/Old Bridge Road Safety and Operational Study	VDOT	Ongoing	Report
STARS Route 123/U.S. 1 Safety and Operational Study	VDOT	Ongoing	Report
STARS Route 234 from Battleview Pkwy to Godwin Road Safety and Operational Study	VDOT	Ongoing	Report
STARS Route 236 from I-495 to I-395 Safety and Operational Study	VDOT	Ongoing	Report
STARS Route 50 from Route 28 to Stringfellow Road Safety and Operational Study (Phase 2 – Chantilly)	VDOT	Ongoing	Report
STARS Route 7 from Plaza Street to Fort Evans Road Operational Study	VDOT	Ongoing	Report

FY 2021 Accomplishments

In FY 2021, the TPB completed the following activities:

- *FY 2021 UPWP: TPB approval March 18, 2020; USDOT approval June 15, 2020*
- *Initiated 2022 update to Visualize 2045*
- *2020 Public Participation Plan approved in October 2020*
- *Voices of the Region Survey completed October 2020*
- *Focus Groups completed February 2021*
- *Series of infographics and animated videos about TPB and its Aspirational Initiatives*
- *Tested new performance measures for the long-range transportation plan*
- *Transit Access Focus Areas Study completed (Station Access, Resolution R10-2019)*
- *National Capital Regional Trail Network approved (Resolution R10-2019)*
- *Equity Resolution (July)*
- *Climate Goals resolution (October)*
- *TPB Safety Study completed*
- *TPB Safety Policy and New Safety Program (July 2020 resolution; project selection anticipated June 2021)*
- *Resiliency/Adaptation Study*
- *2022 Update to the long-range transportation plan, Visualize 2045: project kickoff and updated Technical Inputs Solicitation documentation*
- *Project InfoTrak: Completed transition to Ecointeractive online transportation project information management system*
- *2020 State of Public Transportation Report, anticipated June 2021*
- *Regional Bicycle and Pedestrian Plan update, anticipated June 2021*
- *2020 Congestion Management Technical Report, completed July 2020*
- *Performance Based Planning and Programming*
 - *Highway Safety Targets set December 2020*
 - *Transit Safety Targets set November 2020*
- *Data Processing, survey weighting, documentation, preparation of the public release files, and presentations on the 2017-2018 Regional Travel Survey, January 2021*
- *Draft Round 9.2 Cooperative Forecasts for use in Visualize 2045 update, anticipated February 2021*
- *Travel Monitoring Snapshot monthly report, initiated October 2020*
- *Interactive web map of high-capacity transit in the region, November 2020*
- *Comprehensive Regional Air System Plan Update, December 2020*
- *COVID-19 regional transportation impacts analysis, ongoing throughout FY 2021*
- *Agency consultations on use and application of Big Data in transportation planning, fall 2020*
- *Regional Connected/Autonomous Vehicles Forums, March, May, and June 2020*
- *Regional Micromobility/E-Scooter Forums, December 2019 and June 2020*
- *Network development*
 - *Developed travel demand forecasting model inputs (transportation networks, land use and other input files) for various regional planning studies*
 - *“Year 2017 Jurisdictional Weekday VMT Summaries.” Memorandum, August 29, 2019.*

- *Model development*
 - *Recalibrated the regional travel demand forecasting model to improve the model's treatment of commuter rail travel and the handling of external travel in trip distribution.*
 - *Started three-year consultant assistance project to develop the TPB's next-generation travel demand model, known as the Gen3 Model.*
- *Mobile emissions planning activities*
 - *Conducted the air quality conformity analysis of the FY 2021-2024 Transportation Improvement Plan (TIP) and the 2020 amendment of the regional long-range transportation plan, Visualize 2045.*
 - *Developed Ozone On-Road Mobile Emissions Inventories. Prepared for the 2015 Ozone National Ambient Air Quality Standards 2017 Base Year for the Washington, DC-MD-VA Non-Attainment Area.*
 - *Greenhouse Gas Emissions Inventories for the 2018 GHG Inventory Update Project*
 - *Greenhouse Gas Emissions Inventories for the 2030 Climate Action Plan*
- *Technical assistance to state DOTs and regional transit agencies as part of the UPWP Technical Assistance program.*

FY 2022 Regional Planning Priorities

In March 2015, USDOT issued **planning emphasis areas** for MPOs to consider in Unified Planning Work Programs. The three areas are 1) MAP-21 implementation: Transition to performance-based planning and programming; 2) Regional coordination of transportation planning beyond traditional boundaries; and 3) Ladders of Opportunity. This section provides a summary of how the work activities in this UPWP addresses these three priority areas.

PERFORMANCE-BASED PROGRAMMING AND PLANNING

An overview of performance-based planning and programming was provided earlier in this Introduction. Performance-based planning and programming is an articulated priority of the TPB as demonstrated in Activity 3: Performance-Based Planning and Programming in this UPWP. Ongoing processes have been established to address performance measures and targets in coordination with the three state DOTs, WMATA, and the local government public transportation operators in accordance with the federal planning regulations and performance management requirements for MPOs.

As included in the Metropolitan Planning Agreement (3C Agreement) approved by the Transportation Planning Board on April 18, 2018, in accordance with the latest federal metropolitan planning requirements as adopted in the FAST Act, the TPB's TIP includes a description of how the investments in the TIP make progress toward achievement of the targets in the Plan.

The TIP includes funding under the Highway Safety Improvement Program for priority HSIP projects as programmed by the three states. Examples of HSIP programmed projects include impact attenuators, guardrails, upgrading traffic signal devices, work zone safety reviews, and improved signs and markings. The three states have processes for inclusion of safety-related projects as identified in their Strategic Highway Safety Plans and other state plans and documents. Safety improvements are also included within projects funded with non-HSIP funds and through other state and federal sources, such as the Transportation Alternatives Program Block Grants, including Safe Routes to School grants, and CMAQ and maintenance projects, all of which will provide benefits that contribute to improved safety performance. Thus, the funding and the program of projects in the TIP will enable the TPB to achieve the region's safety performance targets.

The TIP includes funding from multiple FTA sources for projects that support Transit Asset Management. Examples of these projects include rural and urban capital assistance programs; rolling stock acquisition, maintenance, and overhauls; bus fleet rehabilitation and replacement; track and rail yard maintenance and improvements; and maintenance of passenger facilities. Each of the three states and WMATA have adopted Transit Asset management plans which are included in their respective STIPs. Transit Asset Management category projects are also supported by non-FTA sources such as state and local funding, WMATA Insurance Proceeds, and flexible CMAQ and STP funding. The funding and the program of projects in the TIP will enable the TPB to achieve the region's transit asset management performance targets.

PROMOTE VISUALIZE 2045 ASPIRATIONAL INITIATIVES

In December 2017 and January 2018, the TPB endorsed seven aspirational initiatives recommended by the Long-Range Plan Task Force with the potential to significantly improve the performance of the region's transportation system. These seven aspirational initiatives are included in Visualize 2045 (2018) as the aspirational element, calling upon member jurisdictions and agencies to plan for and implement these initiatives that will help bring the region closer to reaching its goals. To support implementation of these initiatives, TPB staff have met with TPB member jurisdictions and transit agencies to discuss the projects, programs, and policies that the members are advancing that align with the aspirational initiatives, and how TPB can support its members in doing so. TPB staff also worked on follow-up to TPB Resolution R10-2019 which directed staff to conduct activities related to the implementation of three of the aspirational initiatives:

- Improve walk and bike access to transit – Staff developed and refined a network analysis to identify walksheds around high-capacity transit stations. Staff have shared with various committees the online 'walksheds analysis' tool that can be used by anyone in the region. Staff is conducting outreach to technical staff at the local jurisdictions.
- Complete the National Capital Regional Trail Network – Staff implemented a work program for expanding the regional trail network to cover the entire TPB region, as a network.
- Provide more telecommuting and other options for commuting – Commuter Connections Program launched the IncenTrip app on August 28, 2020. Staff also conducted other TDM related activities.

COG staff (who are not explicitly TPB staff) worked on activities to address another of the seven initiatives— "Bring jobs and housing closer together." The Housing Initiative has been underway to identify how to work together as a region to build 100,000 more housing units over the next decade in the region's Activity Centers. Resolution R10-2019 also encouraged regional coordination activities, led by TPB partners, to promote implementation of the initiatives "Expand bus rapid transit (BRT) regionwide," and "Expand the express highway network." COG staff made recommendations to the COG board regarding three regional housing targets. In September, the COG Board voted unanimously to endorse the three housing targets.

REGIONAL COORDINATION BEYOND TRADITIONAL BOUNDARIES

As a multi-state MPO, the TPB fully embraces the need for regional cooperation and coordination across state and agency boundaries. Each work activity in this UPWP reflects regional coordination between jurisdictions and agencies in Virginia, Maryland, and the District of Columbia, notably in developing performance measures and targets, the unfunded regional priority projects, MATOC, congestion management, safety, public transportation, and freight. The TPB coordinates with MPOs near its planning area, such as FAMPO, the Calvert-St. Mary's Metropolitan Planning Organization (C-SMMPO), and the Baltimore Regional Transportation Board (BRTB). With regards to air quality conformity analysis, transportation projects and land use forecasts from these other MPOs are reflected in the technical analysis. Formal agreements on the coordination and consultation processes for transportation planning exist with FAMPO and C-SMMPO, as described above under "Responsibilities for Transportation Planning."

The TPB is involved in the statewide MPO planning efforts in both Maryland and Virginia. The TPB participates in the Maryland MPO Roundtable meetings, which occur 4 times a year. The

Commonwealth of Virginia General Assembly established the Virginia Association of Metropolitan Planning Organizations (VAMPO) effective July 1, 2009, through House Joint Resolution No. 756 to provide education, information and opportunities for cooperation among Virginia's Metropolitan Planning Organizations and among state, federal and community officials. The TPB is an active participant and a voting member of VAMPO. VAMPO's mission is "Moving Virginia forward by enhancing, promoting, and supporting the regional transportation planning process of the Commonwealth's MPOs." A TPB staff member currently serves as the Vice Chairman of VAMPO.

The TPB's Transportation/Land-Use Connections (TLC) program continues to improve the coordination between land use and transportation planning in the region. The Public Transportation Subcommittee plays a key role in fostering cooperation and coordination among the many public transit providers in the region. COG has been designated by the governors of Maryland and Virginia and the mayor of the District of Columbia to coordinate with the state DOTs in the development of an agency to oversee Metrorail safety, as required under MAP-21.

SUPPORTING TRANSPORTATION EQUITY IN THE REGION

TPB Resolution R1-2021 established equity as a fundamental value and integral part of all transportation planning board's work activities. The TPB and its staff resolved to commit that our work together will be anti-racist and will advance equity including every debate we have, and every decision we make as the region's MPO; and the TPB affirms that equity, as a foundational principle, will be woven throughout TPB's analyses, operations, procurement, programs, and priorities to ensure a more prosperous, accessible, livable, sustainable, and equitable future for all residents; and we recognize past actions that have been exclusionary or had disparate negative impacts on people of color and marginalized communities, including institutionalized policies and practices that continue to have inequitable impacts today, and we commit to act to correct such inequities in all our programs and policies.

The TPB has identified connectivity gaps in accessing essential services for older adults, people with disabilities, and those with low incomes in its Coordinated Human Service Transportation Plan, adopted by the TPB in December 2018. These unmet transportation needs are used to develop priorities for FTA's Enhanced Mobility of Seniors and Individuals with Disabilities grant program. COG serves as the designated recipient for this program in the Washington DC-VA-MD Urbanized Area and the TPB solicits and selects the projects, which provide key access to essential services such as health care, education, employment, and recreation.

In FY 2016, an expanded analysis of the long-range transportation plan identified potentially vulnerable populations, called Equity Emphasis Areas. The TPB's efforts to develop a list of unfunded regional priority projects includes the consideration of infrastructure needs that improve connectivity to essential services for traditionally disadvantaged populations. The TPB's Bicycle and Pedestrian plan identifies improvements and policies to encourage more walking and biking. The Access for All Advisory Committee provides input to the TPB on projects, programs, and services that are important to low-income individuals, minority communities, and persons with disabilities.

Federal Metropolitan Planning Provisions

The **Statewide and Nonmetropolitan Transportation Planning; Metropolitan Transportation Planning** Rule was issued on May 27, 2016. The planning rule updates federal surface transportation regulations with changes adopted in the MAP-21 and the FAST Act. For MPOs, such as the TPB, the most significant change is the performance-based planning and programming requirements which must be adopted by May 27, 2018 and included in all subsequent TIPs and long-range plans. This UPWP will provide for an ongoing review of the metropolitan planning provisions and USDOT guidance with a consideration of what additional work activities may be called for. The TPB must respond to any guidance on how MPOs should implement the provisions. As new USDOT planning regulations or guidance are released, the UPWP will integrate such new work activities. The TPB will work with the state DOTs, public transit providers and other stakeholders to identify any specific changes or amendments that will be necessary to address them.

II. PROPOSED FY 2022 TPB WORK PROGRAM AND BUDGET

Program Structure

The TPB is responsible for the federally required metropolitan transportation planning process, serves as a forum for regional coordination, and provides technical resources for decision-making. This work program presents the work activities that support the TPB responsibilities. The tasks to be completed under each of the activities are described in the following sections. The staff of the COG Department of Transportation Planning will carry out these activities, with the assistance of staff in other COG departments, and supplementary consultant support.

The work program identifies the major work products to be developed, the linkages between them, and the TPB entity responsible for oversight of the products. The next several pages provide revenue and expenditure tables, and a series of figures which illustrate the relationship between and among the TPB work activities. The order of the tasks is deliberate with the federal regulatory requirements identified most prominently followed by the subsequent tasks providing support for elements of those requirements.

1. LONG-RANGE TRANSPORTATION PLANNING

The first major activity, **Long-Range Transportation Planning**, includes activities related to the update of Visualize 2045, activities to maintain federal compliance, and activities to implement policy board directed activities. Visualize 2045 identifies all regionally significant transportation investments planned through 2045 and provides detailed analysis to help decision makers and the public “visualize” the region’s future under current plans. Visualize 2045 was approved in October 2018 and amended in March 2020, and strategic implementation including a focus on the aspirational element will continue. Additional analysis to support and enhance plan components and other federal requirements will be undertaken as necessary. The 2022 quadrennial update of the plan will be completed in FY 2022.

2. TRANSPORTATION IMPROVEMENT PROGRAM

The second major activity, the **Transportation Improvement Program (TIP)**, provides support to update, amend, modify, and enhance the TPB’s TIP. In FY 2019, TPB procured a consultant to develop a new iTIP Database, called Project InfoTrak, which provides a complete upgrade and overhaul to the project database information system. In FY 2022, work continues to refine and transition to a new long-range plan, TIP project, and conformity record database, including a GIS database.

3. PLANNING ELEMENTS

The third major element, **Planning Elements**, considers the following aspects of metropolitan transportation planning, and their support of regional long-range transportation plan and program development, in conjunction with federal FAST and MAP-21 requirements:

- Performance-Based Planning and Programming;
- Regional congestion management process (CMP);
- Systems performance, operations, and technology (SPOT) planning;
- Transportation emergency preparedness planning;
- Transportation safety planning;
- Bicycle and pedestrian planning;
- Regional public transportation planning;
- Freight planning; and
- Planning support for the Metropolitan Area Transportation Operations Coordination (MATOC) Program.

A key objective is to provide opportunities for regional consideration, coordination, and collaborative enhancement of planning for each of these elements. Also included for all elements will be outreach to members, stakeholders, and subject matter experts, to gather information to advise future planning and committee activities.

4. PUBLIC PARTICIPATION

The fourth major activity, **Public Participation**, includes all public involvement activities; outreach activities to low-income, older adults, minorities, and persons with disabilities; and communication activities to support of the development of the metropolitan transportation plan, TIP, and all other TPB activities.

5. TRAVEL FORECASTING

The fifth major activity, **Travel Forecasting**, is designed to develop, maintain, support, and improve the TPB's travel demand forecasting methods. Methods can range from tactical models, such as the TPB's regional travel demand forecasting model, to strategic models, such as sketch and scenario planning models. This work activity includes preparing the inputs, such as transportation networks, for the regional travel demand model and also developmental work, both to improve the production-use travel model and also to develop the next-generation travel model, known as the Generation-3, or Gen3, Model, which is to be developed with consultant assistance during a three-year period, from FY 20 through FY 23.

6. MOBILE EMISSIONS PLANNING

The sixth major activity, **Mobile Emissions Planning**, consists of maintaining and applying the adopted, production-use TPB travel demand model and EPA Motor Vehicle Emissions Simulator (MOVES) model to forecast air pollution emitted by on-road motor vehicles. This activity includes the

technical air quality conformity analysis of the long-range transportation plan and TIP as well as related technical work supporting state environmental planning activities.

7. TRAVEL MONITORING AND DATA PROGRAMS

The seventh major activity, **Travel Monitoring and Data Programs**, provides empirical travel research, data, visualizations, and documentation on regional travel trends and behavior. This includes information from traffic counts, high occupancy vehicle (HOV) monitoring, regional travel surveys and other travel trend analysis activities. This activity includes GIS technical support for all planning activities across the department and maintaining the Regional Transportation Data Clearinghouse.

8. REGIONAL LAND USE AND TRANSPORTATION PLANNING COORDINATION

The eighth major activity, **Regional Land Use and Transportation Planning Coordination**, includes coordination of local, state, and federal planning activities, develops population, household, and employment forecasts that are used as input into the TPB travel demand forecasting model, and facilitates the integration of land use and transportation planning in the region.

9. MOBILITY AND ENHANCEMENT PROGRAMS

The TPB solicits and selects projects for three programs. The ninth major activity, **Mobility and Enhancement Programs**, captures the efforts involved in soliciting and selecting projects for the FTA “Section 5310: Enhanced Mobility of Seniors and Individuals with Disabilities” program, the Regional Roadway Safety Program, the FHWA Transportation Alternatives Set-Aside Program (TAP), and the TPB’s Transportation Land-Use Connections Program (TLC).

10. TPB MANAGEMENT AND SUPPORT

The tenth major activity, **TPB Management and Support**, includes the staff and administrative management to provide support for the meetings of TPB, its committees and special work groups, and developing and administering the annual UPWP.

11. TECHNICAL ASSISTANCE PROGRAM

The eleventh major activity, **Technical Assistance Program**, responds to requests from state and local governments and transit operating agencies for applying TPB methods and data to support corridor, project, and sub-area transportation and land use studies related to regional transportation planning priorities.

CONTINUOUS AIRPORT SYSTEM PLANNING (CASP)

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

Work Activity Budgets

Funding for the TPB Basic Work Program is similar to the FY 2021 level. The proposed budget levels for the 11 activities by funding source, which include FTA and FHWA funds together with state and local match, are shown in Table 1 on the next page. The proposed expenditures for each of these 11 tasks are identified in Table 2. A detailed breakdown of staffing, consultant costs, and other budgetary requirements is provided in Table 3. The TPB committee structure is shown in Figure 6. The TPB committee or sub-committee responsible for the activities listed in Figure 5 are shown under the descriptions for each task in Section III. Figure 7 illustrates the relationship between and among the TPB work activities.

Table 1: Revenue - FY 2022 TPB Proposed Funding by Federal, State, and Local Sources
(July 1, 2021 to June 30, 2022)

	FTA SECT 5303	FHWA PL FUNDS	OTHER CASP 90% FAA & LOCAL 10%	TOTALS
	80% FED & 20% STATE/ LOCAL	80% FED & 20% STATE/ LOCAL	SPR 80% FHWA & LOCAL 20%	
DDOT ALLOCATIONS				
NEW FY 2022	\$538,004	\$2,405,656		\$2,943,660
PRIOR UNEXPENDED	\$79,975	\$334,459		\$414,434
CARRYOVER FY 2021	\$113,355	\$486,116		\$599,471
SUBTOTAL - DC	\$731,334	\$3,226,231		\$3,957,565
MDOT ALLOCATIONS				
NEW FY 2022	\$1,400,744	\$3,992,606		\$5,393,350
PRIOR UNEXPENDED	\$158,217	\$470,898		\$629,115
CARRYOVER FY 2021	\$321,223	\$860,878		\$1,182,102
SUBTOTAL - MD	\$1,880,184	\$5,324,383		\$7,204,567
VDRPT & VDOT ALLOCATIONS				
NEW FY 2022	\$1,160,155	\$3,467,106		\$4,627,261
PRIOR UNEXPENDED	\$122,734	\$389,394		\$512,128
CARRYOVER FY 2021	\$267,583	\$724,271		\$991,854
SUBTOTAL - VA	\$1,550,472	\$4,580,771		\$6,131,243
TOTAL FHWA/FTA FUNDING ALLOCATIONS				
NEW FY 2022	\$3,098,903	\$9,865,368		\$12,964,271
PRIOR UNEXPENDED	\$360,926	\$1,194,751		\$1,555,677
CARRYOVER FY 2021	\$702,161	\$2,071,266		\$2,773,427
SUB-TOTAL - FHWA-FTA	\$4,161,990	\$13,131,385		\$17,293,375
TOTAL BASIC UPWP	\$4,161,990	\$13,131,385		\$17,293,375
FAA - CASP PROGRAM			\$252,700	\$252,700
State Planning & Research (SPR)			\$260,000	\$260,000
GRAND TOTAL UPWP	\$4,161,990	\$13,131,385	\$512,700	\$17,806,075

1. "New FY2022" funding amounts from DDOT and VDOT are at FY 2021 levels and will be updated.
2. "Prior Unexpended" funding amounts are yet to be confirmed by funding agencies and may change.
3. "Carryover FY2021 funds" are funds budgeted for Core and Technical Assistance work program activities in FY 2021 UPWP, that are not anticipated to be spent in FY 2021. As such these funds will be carried over from FY 2021 to be used to perform Core program and Tech. Assistance activities in FY 2022.

Table 2: FY 2022 UPWP Expenditures

WORK ACTIVITY	FY 2022 TOTAL COST ESTIMATE ¹
CORE PROGRAMS	
1. Long-Range Transportation Planning	\$1,095,434
2. Transportation Improvement Program	\$466,962
3. Planning Elements	\$2,648,270
4. Public Participation	\$994,711
5. Travel Forecasting	\$3,298,337
6. Mobile Emissions Planning	\$2,039,172
7. Travel Monitoring and Data Programs	\$1,916,935
8. Regional Land Use and Transportation Planning Coordination	\$1,189,172
9. Mobility and Enhancement Programs	\$988,671
10. TPB Management and Support	\$880,648
Sub-total: Core Program	\$15,518,311
11. TECHNICAL ASSISTANCE	
A. District of Columbia	\$272,846
B. Maryland	\$483,305
C. Virginia	\$416,320
D. Public Transportation ²	\$377,564
Sub-total: Technical Assistance Program	\$1,550,035
Total - Basic UPWP	
	\$17,068,346
AIR SYSTEMS PLANNING	
1. Continuous Airport System Planning (CASP) ³	\$252,700
2. State Planning & Research (SPR) ⁴	\$260,000
Sub-total: CASP and SPR	\$512,700
GRAND TOTAL UPWP	
	\$17,581,046
<ol style="list-style-type: none"> 1. Above estimates are based on the work activities outlined in the FY 2022 UPWP Document. 2. Includes \$191,630 in carry over funding from FY 2021 for projects that were obligated in FY 2021 and are being executed in FY 2022 3. CASP work activities are based on anticipated FAA grants to conduct airport ground access planning as part of CASP program. 4. SPR program activities are funded through a separate grant from the District of Columbia's Department of Transportation to assist in DDOT's HPMS program. 	

Table 3: TPB FY 2022 Work Program by Funding Sources

UPWP - Work Activity	COG Labor Cost		Total COG Staff	COG Labor Fringe Cost	Supplemental Labor		Total Labor & Fringe Cost	Total Indirect Cost	Direct Costs (Implementation)			Total Prgrm. (Implmntn.) Direct Cost	Grand Total Cost
	DTP Staff	Other Staff			Interns	Temps			Sftwre, Data, PC	Studies Programs	Other Costs		
CORE PROGRAMS													
1. Long-Range Transportation Planning	\$444,009	\$0	\$444,009	\$108,338	\$0	\$0	\$552,347	\$331,187	\$5,000	\$200,000	\$6,900	\$211,900	\$1,095,434
2. Transportation Improvement Program	\$133,656	\$0	\$133,656	\$32,612	\$0	\$0	\$166,268	\$99,694	\$200,000	\$0	\$1,000	\$201,000	\$466,962
3. Planning Elements	\$976,851	\$32,957	\$1,009,808	\$246,393	\$0	\$0	\$1,256,202	\$753,218	\$12,500	\$590,000	\$36,350	\$638,850	\$2,648,270
4. Public Participation	\$436,057	\$0	\$436,057	\$106,398	\$0	\$0	\$542,455	\$325,256	\$2,000	\$25,000	\$100,000	\$127,000	\$994,711
5. Travel Forecasting	\$1,056,977	\$0	\$1,056,977	\$257,902	\$0	\$0	\$1,314,879	\$788,402	\$421,000	\$703,056	\$71,000	\$1,195,056	\$3,298,337
6. Mobile Emissions Planning	\$820,122	\$94,080	\$914,202	\$223,065	\$0	\$0	\$1,137,267	\$681,905	\$41,000	\$110,000	\$69,000	\$220,000	\$2,039,172
7. Travel Monitoring And Data Programs	\$740,707	\$0	\$740,707	\$180,733	\$0	\$0	\$921,440	\$552,495	\$125,000	\$275,000	\$43,000	\$443,000	\$1,916,935
8. Regional Land Use and Transportation Planning Coordination	\$226,301	\$250,441	\$476,743	\$116,325	\$0	\$0	\$593,068	\$355,604	\$75,000	\$110,000	\$55,500	\$240,500	\$1,189,172
9. Mobility Enhancement Programs	\$117,995	\$45,918	\$163,913	\$39,995	\$0	\$0	\$203,908	\$122,263	\$1,000	\$660,000	\$1,500	\$662,500	\$988,671
10. TPB Support and Management	\$312,315	\$0	\$312,315	\$76,205	\$0	\$0	\$388,520	\$232,957	\$1,500	\$41,370	\$216,300	\$259,170	\$880,646
UPWP Core Program Total	\$5,264,990	\$423,396	\$5,688,386	\$1,387,966	\$0	\$0	\$7,076,352	\$4,242,981	\$884,000	\$2,714,426	\$600,550	\$4,198,976	\$15,518,309
TECHNICAL ASSISTANCE PROGRAM													
A. District of Columbia	\$5,867	\$0	\$5,867	\$1,431	\$0	\$0	\$7,298	\$4,376	\$0	\$30,000	\$231,172	\$261,172	\$272,846
B. Maryland	\$5,867	\$0	\$5,867	\$1,431	\$0	\$0	\$7,298	\$4,376	\$0	\$195,000	\$276,631	\$471,631	\$483,305
C. Virginia	\$5,867	\$0	\$5,867	\$1,431	\$0	\$0	\$7,298	\$4,376	\$0	\$290,000	\$114,646	\$404,646	\$416,320
D. Public Transportation	\$5,867	\$0	\$5,867	\$1,431	\$0	\$0	\$7,298	\$4,376	\$0	\$326,000	\$39,890	\$365,890	\$377,564
Technical Assistance Program Total	\$23,466	\$0	\$23,466	\$5,726	\$0	\$0	\$29,192	\$17,503	\$0	\$841,000	\$662,340	\$1,503,340	\$1,550,035
Total Basic Program	\$5,288,456	\$423,396	\$5,711,852	\$1,393,692	\$0	\$0	\$7,105,544	\$4,260,484	\$884,000	\$3,555,426	\$1,262,890	\$5,702,316	\$17,068,344
OTHER PROGRAMS													
Continuous Air Systems Planning (CASP)	\$124,099	\$0	\$124,099	\$30,280	\$0	\$0	\$154,380	\$92,566	\$0	\$0	\$5,754	\$5,754	\$252,700
State Planning & Research (SPR)	\$76,513	\$0	\$76,513	\$18,669	\$0	\$0	\$95,182	\$57,071	\$0	\$107,746	\$0	\$107,746	\$260,000
GRAND TOTAL	\$5,412,556	\$423,396	\$5,835,952	\$1,423,972	\$0	\$0	\$7,259,924	\$4,353,050	\$884,000	\$3,555,426	\$1,268,644	\$5,708,070	\$17,581,044

Figure 5: Major Components of UPWP Work Activities

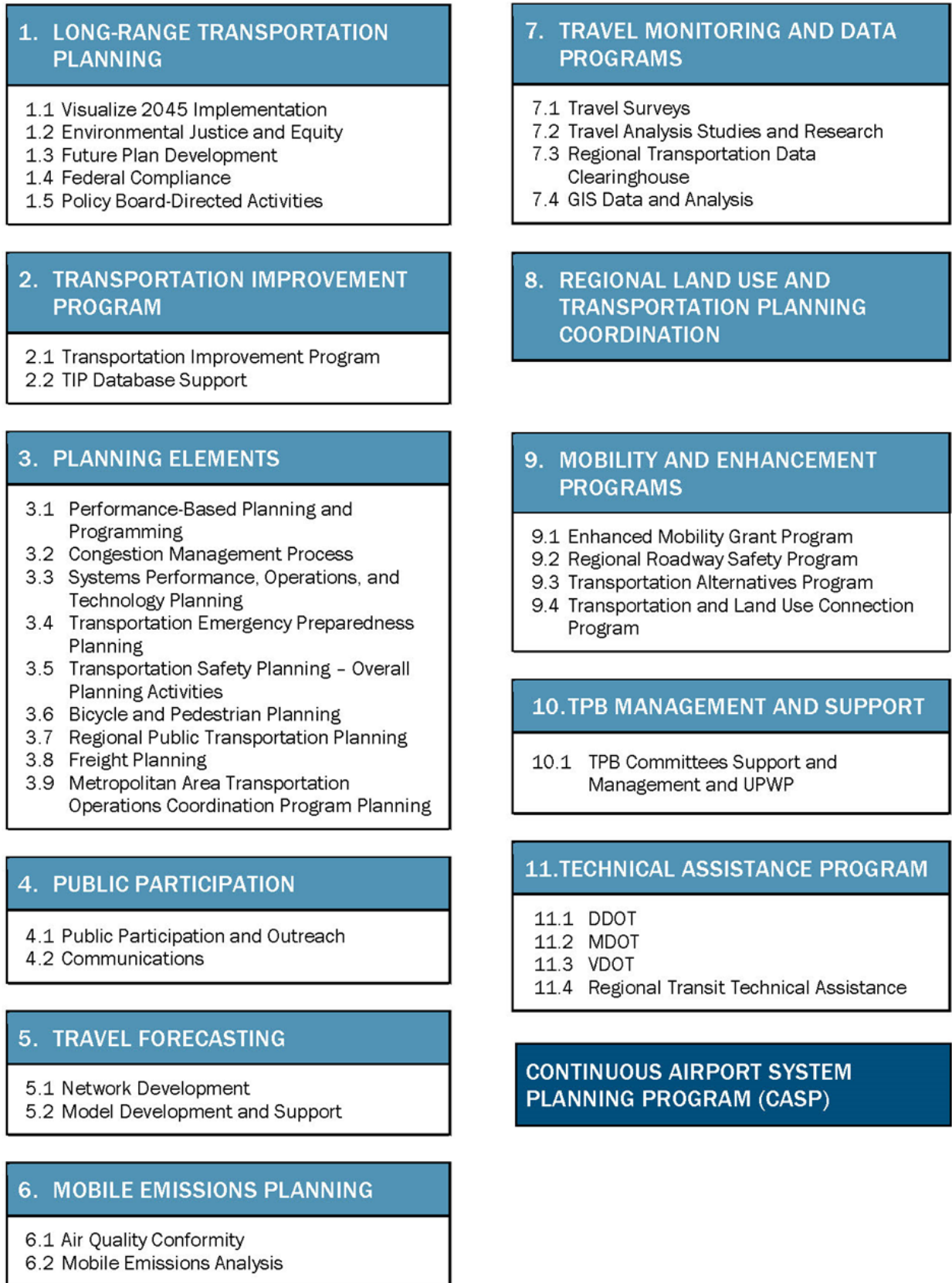


Figure 6: TPB Committee Structure

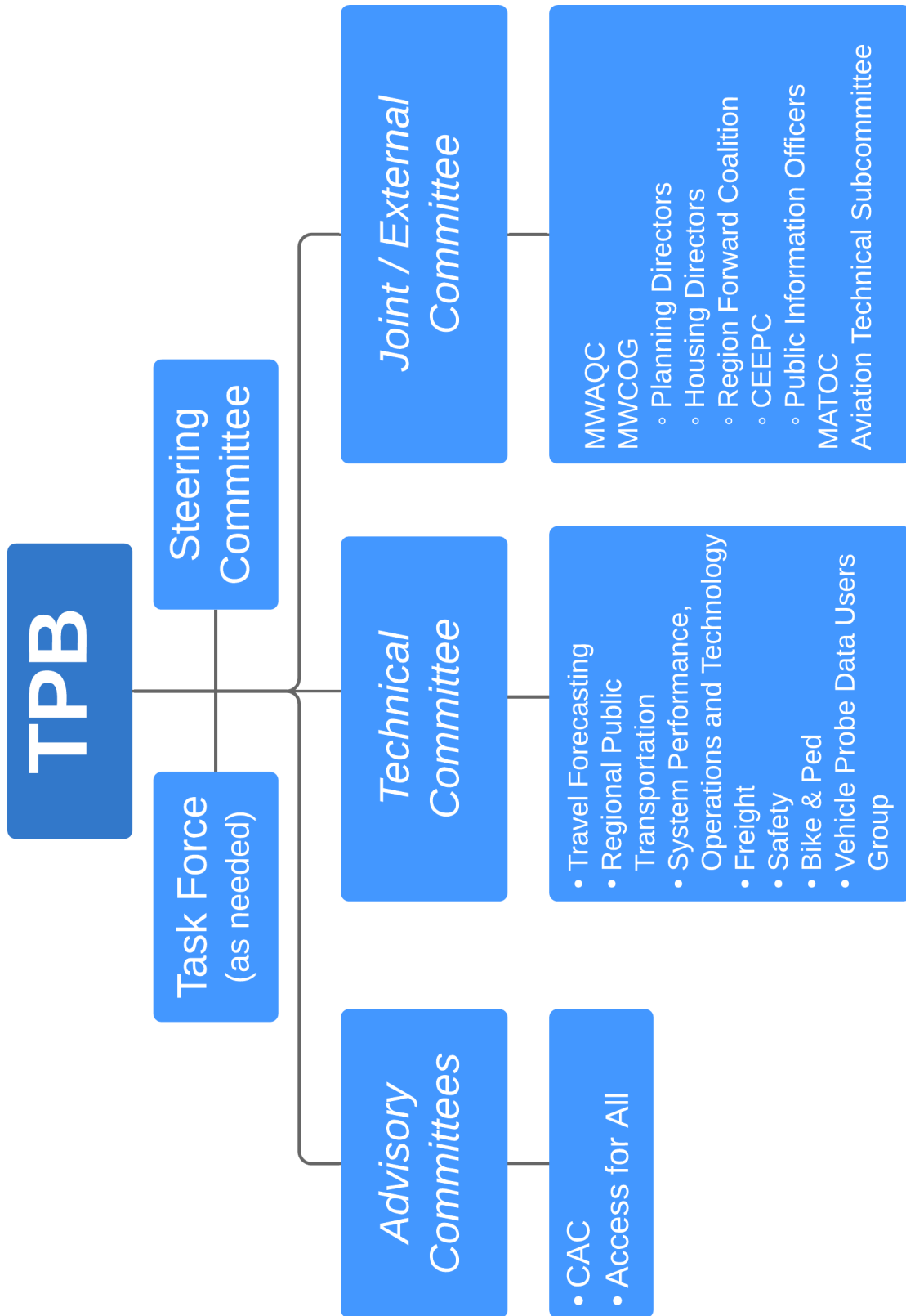
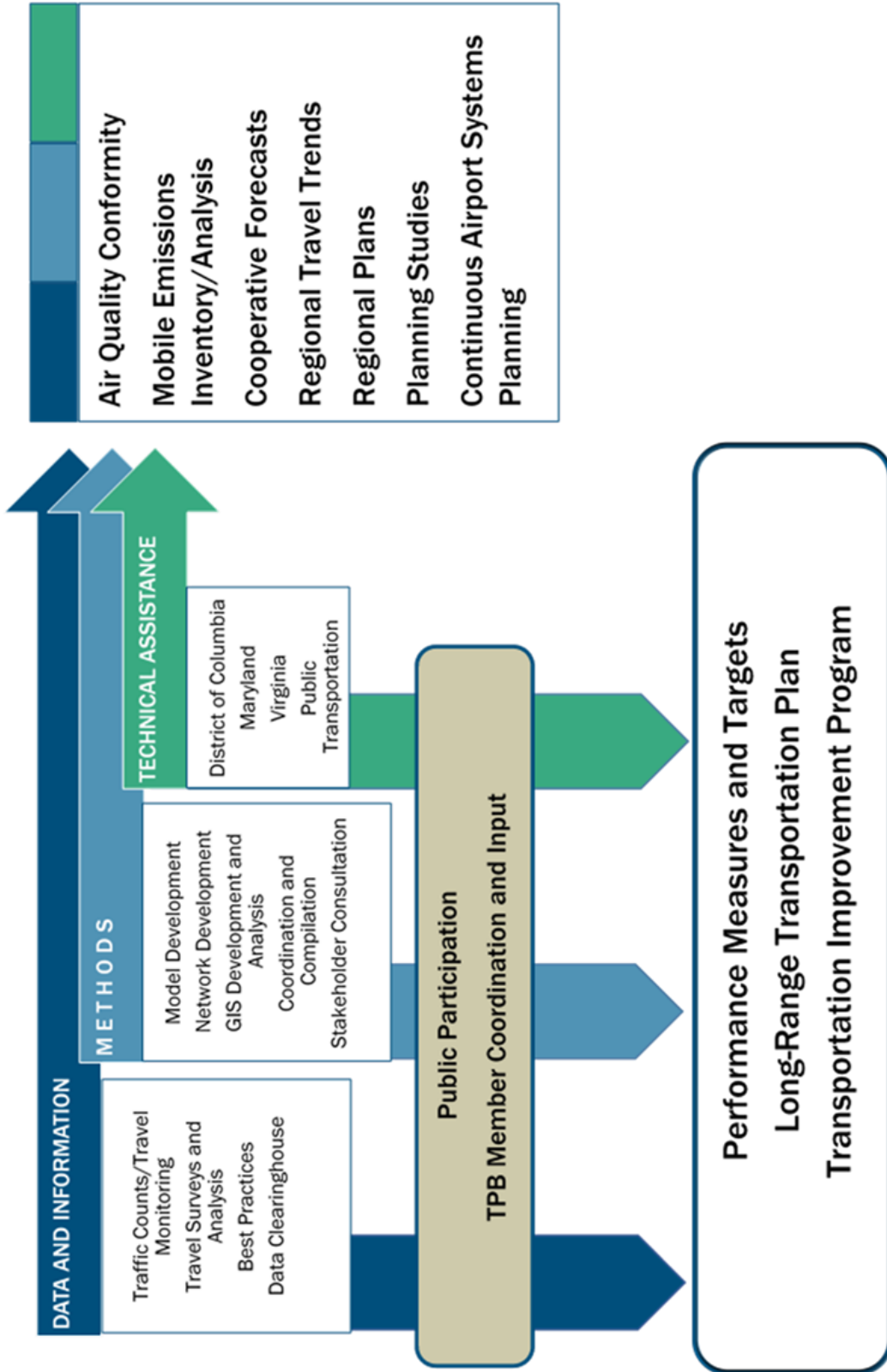


Figure 7: Overview of Planning Products and Supporting Processes



III. MAJOR WORK ACTIVITIES

1. Long-Range Transportation Planning

OVERSIGHT

TPB Technical Committee

MAJOR PRODUCTS

- Complete the next long-range plan update
- Supporting analysis for the plan
- Plan implementation
- Climate Change Adaptation Study Phase 2

TOTAL COST ESTIMATE

\$1,095,434

1.1 VISUALIZE 2045 IMPLEMENTATION

Visualize 2045 (2018) is the federally required long-range transportation plan for the National Capital Region. It identifies all regionally significant transportation investments planned through 2045 and provides detailed analysis to help decision makers and the public “visualize” the region’s future under current plans. The plan was approved in October 2018 and this activity describes work to support implementation and the 2022 Update of Visualize 2045 activities.

- Conduct general coordination and outreach to members to help members understand and implement the plan and the aspirational initiatives.
- Provide opportunities for consideration, coordination, and collaborative enhancement of Visualize 2045.
- Conduct analysis as necessary to support the aspirational initiatives.

1.2 ENVIRONMENTAL JUSTICE AND EQUITY

TPB continues to seek opportunities to understand the needs of all users of the regional transportation system. TPB will conduct outreach and analysis that will improve the region’s understanding of specific needs of and considerations for disadvantage populations in the transportation planning process.

- Coordinate with TPB public participation staff to improve data collection regarding disadvantaged populations.
- Provide analysis and support for other equity-related activities.
- Communicate equity findings from analysis and outreach activities.

1.3 FUTURE PLAN DEVELOPMENT

To support development of the 2022 Update to Visualize 2045, TPB staff will also undertake other activities to advance the development of the next long-range plan.

- Communicate to Board and other stakeholders the key planning activities for the quadrennial transportation plan update that is underway.
- Conduct additional planning analysis and coordination to support plan development.
- Develop the content and produce the update to Visualize 2045, TPB's long-range transportation plan, for board approval in June 2022.
- Produce a selection of new performance measures for the LRTP and develop and approach to communicate performance measures.
- Climate Change Resilience /Adaptation Study Phase 2.
- Initiate the conceptualization and development of LRTP Performance Measure Dashboard.

1.4 FEDERAL COMPLIANCE

The TPB has federal responsibilities and this task supports work to maintain compliance with those requirements.

- Federal Certification was completed in July 2019. Complete tasks as noted in the Federal report to address any issues that have been noted.
- Monitor possible future transportation regulations and/or changes and prepare accordingly.
- Track, research, and respond to all Federal activities that impact the metropolitan transportation planning process.

1.5 POLICY BOARD-DIRECTED ACTIVITIES

The TPB is a policy board that can take action on a variety of transportation planning and policy initiatives. This task will support any activities that the Board directs staff to do.

- Carry out additional activities as directed by the TPB.
- Develop long-range transportation plan and related products through an 'equity lens' as directed by TPB Resolution R1-2021, which requires all TPB activities to be conducted with an equity lens.
- Support planning activities responsive to the TPB resolution R8-2021 endorsing the 2030 regional greenhouse gas reduction goal.

2. Transportation Improvement Program

OVERSIGHT

TPB Technical Committee

MAJOR PRODUCTS

- Maintain and continue to tailor the iTIP Database (Project InfoTrak) to meet the needs of staff and members

TOTAL COST ESTIMATE

\$ 466,962

2.1 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

The Transportation Improvement Program (TIP) is a federal obligation document which describes the planned schedule in the next six years for distributing federal, state, and local funds for state and local transportation projects. This activity will encompass the following work tasks in FY 2022:

TIP Programming

- Prepare, review, and process administrative modifications and amendments to the currently approved TIP.
- Review administrative modifications and amendments for fiscal constraint.
- Develop and produce the FY 2023-2026 TIP.
- Enhance documentation of the TIP with additional analysis as a part of the long-range plan/TIP publications and the Visualize 2045 web site.
- Provide public access to long-range plan and TIP project data through an improved online searchable database with integrated GIS project mapping.
- Prepare an annual listing of projects for which federal funds have been obligated in the preceding fiscal year compared against the federal funding programmed for that year in the TIP of record.

Performance Based Planning and Programming

Federal surface transportation law, as developed in MAP-21 and continued under the FAST Act, calls for MPOs, states, and public transportation providers to establish and use a performance-based approach to transportation decision making. States and MPOs must integrate performance-based plans into their planning process, including goals, objectives, performance measures, and targets, either directly or by reference. USDOT has established performance measures and subsequently states and public transportation providers have established performance targets in support of updated measures. The MPO subsequently has 180 days to establish performance targets coordinated with those of the states and public transportation providers. After these targets are set, Visualize 2045 and TIP are required to include a description of the performance measures and targets used in assessing the performance of the transportation system. The MPO review targets to track progress towards attainment of critical performance outcomes for the MPO region.

Under the performance provisions, the TIP shall do the following, in coordination with Visualize 2045:

- Contain projects consistent with the metropolitan transportation plan.
- Reflect investment priorities from the metropolitan transportation plan.
- Be designed to make progress toward achieving transportation system performance targets.
- Describe the anticipated effect of the TIP toward achieving the performance targets established in the metropolitan transportation plan.
- Link investment priorities to performance targets.

2.2 TIP DATABASE SUPPORT (PROJECT INFOTRAK)

In FY 2019, TPB procured a consultant to develop a new iTIP Database which provides a complete upgrade and overhaul to the project database information system. This new system will integrate current functionality into one enhanced, unified, user-friendly, customizable system that can be branded with COG and TPB styles. The system will have the ability to add or change fields, forms, queries and reports to respond to data requests or changes to requirements in the future. GIS mapping of projects will be integrated into the system, which will allow for data to be exported and used in other ArcGIS applications. The system will allow the many data input users to provide automated data transfers to the extent possible. Database versioning or some other means will be used to provide access to data in various states of input and approval without duplicating data. The system will include searchable data sets for the public, TPB members, federal approval agencies, and other stakeholders to query and interact with using maps, reports and charts. These are the work activities that will be undertaken to support this task.

- Provide additional customizations to the system's forms, reports, and functionality.
- Provide assistance and guidance during first-time use of Project InfoTrak system for the adoption of Visualize 2045 and the FY 2023-2026 TIP.
- Provide ongoing help desk service for TPB staff and agency users to troubleshoot any technical issues that arise.
- Assist State DOT and other agency users with large-scale data transfer requests for major TIP amendments.
- Provide public access to long-range plan and TIP project data through an online searchable database with integrated GIS project mapping.
- Provide support for the development and maintenance of project data for the TPB's Bicycle and Pedestrian Plan.

3. Planning Elements

OVERSIGHT	Various (see below)
MAJOR PRODUCTS	See program-specific products below
TOTAL COST ESTIMATE	\$ 2,648,270

3.1 PERFORMANCE-BASED PLANNING AND PROGRAMMING

OVERSIGHT	TPB Technical Committee
MAJOR PRODUCTS	<ul style="list-style-type: none">• Performance measures and targets; associated documentation

The Performance-Based Planning and Programming (PBPP) task supports implementation of the performance-based planning framework for metropolitan transportation planning and decision making, including investment priorities, target setting and measuring progress toward those targets.

- Develop data and reports for the TPB's setting and tracking of federally specified PBPP targets, in accordance with Letters of Agreement that have been signed between TPB and partner agencies and as required for long-range transportation planning and the Transportation Improvement Program (TIP).
- Coordinate with the states and public transportation providers on data collection and sharing, targets, and federally required reporting.
- Set annual highway safety targets.
- Set transit asset management targets.
- Set annual regional transit safety targets.
- Begin process (continuing into FY 2023) to update any four-year targets established in 2018 in the areas of pavement and bridge condition and highway system performance (travel time reliability, non-SOV mode, and CMAQ emissions reductions).
- Support TPB as it reviews data and sets required targets.

3.2 CONGESTION MANAGEMENT PROCESS

OVERSIGHT

Systems Performance, Operations, and Technology Subcommittee (SPOTS)

MAJOR PRODUCTS

- 2022 Congestion Management Process Technical Report
- National Capital Region Congestion Report Dashboard
- Vehicle Probe Data Users Group reference materials
- Documentation for FAST Act performance and target reporting requirements

This task develops and maintains the regional Congestion Management Process (CMP), providing information on current congestion on the region’s roadways through data analysis, as well as identifying potential multi-modal strategies to manage congestion.

This task includes:

- Compile information and undertake analysis for the development of major CMP components, including application of available or emerging “big data” sources.
- Develop and publish the biennial 2022 CMP Technical Report.
- Produce the National Capital Region Congestion Report, released as a quarterly website “dashboard”.
- Provide CMP technical input to the Performance-Based Planning task.
- Continue development (begun in FY 2020) of jurisdictional, subregional, and/or corridor-based congestion profiles, using available data plus additionally procured data. Include related information such as Census and transit use.
- Produce special CMP analyses, such as following a major event, on an as-needed basis.
- Support the Vehicle Probe Data Users Group (VPDUG) in its role to foster technical and methodological coordination in the application of vehicle probe data by member agencies and jurisdictions.

3.3 SYSTEMS PERFORMANCE, OPERATIONS, AND TECHNOLOGY PLANNING

OVERSIGHT

Systems Performance, Operations, and Technology Subcommittee (SPOTS)

MAJOR PRODUCTS

- Regional ITS architecture maintenance
- Regional surveys on traffic signal timing and power back-up systems
- Documentation for FAST Act performance and target reporting requirements

This task addresses requirements for Regional Transportation Systems Management and Operations (RTSMO) and related technology.

This task includes:

- Address FAST Act requirements related to technology and RTSMO; address RTSMO-related aspects of connected and autonomous vehicle technology and shared mobility developments.
- Maintain the Regional Intelligent Transportation Systems (ITS) Architecture.
- Address Traffic Incident Management (TIM) as it relates to metropolitan transportation planning and RTSMO.
- Address planning for connected/autonomous vehicles (CAVs), advised by outcomes of the FY2020 TPB CAV forums and white paper.
- Address resiliency and reliability planning aspects of RTSMO.
- Conduct supporting activities as necessary on the above topics, potentially including in-depth studies, development of reports or white papers, or stakeholder workshops.
- Conduct a regional survey on traffic signal timing and power back-up systems.
- Support the regional Systems Performance, Operations, and Technology Subcommittee (SPOTS) and the Traffic Signals Subcommittee.

3.4 TRANSPORTATION EMERGENCY PREPAREDNESS PLANNING

OVERSIGHT

COG Transportation Emergency Preparedness Committee in coordination with the Systems Performance, Operations, and Technology Subcommittee

MAJOR PRODUCTS

- **Documentation pursuant to DHS and UASI requirements**

This task provides support and coordination for the transportation sector's role in overall regional emergency preparedness planning, in conjunction with the Metropolitan Washington Council of Governments (COG) Board of Directors and its public safety programs. This is a component of a much larger regional set of emergency preparedness activities funded primarily outside the UPWP by U.S. Department of Homeland Security (DHS) and COG local funding. The Regional Emergency Support Function #1 (R-ESF 1) Transportation Emergency Preparedness Committee, within the COG public safety committee structure, advises these efforts and coordinates with emergency management agencies, police, fire, and other emergency response committees.

This task includes:

- Undertake transportation emergency coordination and response planning through the emergency management and Homeland Security Urban Area Security Initiative (UASI) processes.
- Address Traffic Incident Management (TIM) as it relates to transportation emergency preparedness planning.
- Support the regional Transportation Emergency Preparedness Committee (R-ESF 1).

3.5 TRANSPORTATION SAFETY PLANNING

OVERSIGHT

TPB Transportation Safety Subcommittee

MAJOR PRODUCTS

- Documentation for FAST Act performance and target reporting requirements
- Workshop(s)

This task addresses planning for safety aspects of the region’s transportation system and coordinating with various state and local safety planning efforts including development and implementation activities associated with Strategic Highway Safety Plans and Vision Zero efforts of the District of Columbia, Maryland, and Virginia, as well as other state, regional, and local safety efforts.

This task includes:

- Support engineering, education, and enforcement strategies to reduce fatalities, serious injuries, and crashes in the National Capital Region.
- Address regional FAST Act traffic safety performance measure requirements, including compilation and analysis of safety data, tracking of regional performance measures for safety, and coordinating with member states on the setting of safety targets.
- Address the recommendations of the FY 2020 – FY 2021 regional safety study.
- Investigate and document regional safety trends and influencing factors and identify strategies to address these factors. This effort will help inform local planning and programming efforts to improve transportation safety and achieve/exceed the region’s PBPP targets.
- Coordinate with the Strategic Highway Safety Plan development and implementation efforts of the District of Columbia, Maryland, and Virginia, as well as other state, regional, and local efforts.
- Coordinate regional transportation safety planning with the Regional Roadway Safety Program undertaken in Task 9.
- Provide technical advice to the “Street Smart” regional pedestrian and bicycle safety public outreach campaign (Street Smart is supported by funding outside the UPWP).
- Conduct one or more workshops, targeting member agency staffs, regarding transportation/roadway safety. Support the Transportation Safety Subcommittee in its coordination and advisory roles.

3.6 BICYCLE AND PEDESTRIAN PLANNING

OVERSIGHT

TPB Regional Bicycle and Pedestrian Subcommittee

MAJOR PRODUCTS

- Updated National Capital Trail Network map
- Regional outreach workshops

This task addresses planning for bicycle and pedestrian aspects of the region’s transportation system and coordinating with related state, regional, and local efforts. This task includes:

- Undertake outreach and follow-up activities regarding the Regional Bicycle and Pedestrian Plan update published in FY 2021.
- Update the National Capital Trail Network map.
- Monitor and update nonmotorized recommendations for the Transportation Improvement Program (TIP); monitor Regional Complete Streets and Green Streets activities.
- Address emerging mobility technologies, such as dockless bikesharing and electric scooters, and their relationship to bicycle and pedestrian planning.
- Provide technical advice to the “Street Smart” regional pedestrian and bicycle safety public outreach campaign (Street Smart is supported by funding outside the UPWP).
- Conduct two or more regional bicycle and pedestrian planning or design training, outreach, or professional development opportunities for member agency staffs.
- Support the Bicycle and Pedestrian Subcommittee in its coordination and advisory roles.

3.7 REGIONAL PUBLIC TRANSPORTATION PLANNING

OVERSIGHT

TPB Regional Public Transportation Subcommittee

MAJOR PRODUCTS

- **Annual report, data compilation, reports on technical issues, and outreach materials**
- **Private Provider involvement documentation**

This task addresses planning for public transportation aspects of the region’s transportation system and coordinating with related state, regional, and local efforts. This task includes:

- Address public transportation-related aspects of metropolitan transportation planning, such as consideration of inter-city buses, commuter buses, rail transit, and commuter rail.
- Continue implementation of federal requirements for performance-based planning, specifically transit safety and transit asset management, including data collection, analysis of the performance measures, forecasting, and setting of targets.
- Address Bus Rapid Transit (BRT) planning and coordination.
- Address TPB-related recommendations from the 2019 regional Bus Transformation Project.
- Produce an annual report on the “State of Public Transportation.”
- Provide support to private providers of transportation in the region, including organizing the annual Private Providers Annual Transit Forum.
- Conduct supporting activities as necessary on the above topics, potentially including in-depth studies, development of reports or white papers, or stakeholder workshops.
- Support the Regional Public Transportation Subcommittee in its coordination and advisory roles.

3.8 FREIGHT PLANNING

OVERSIGHT

TPB Freight Subcommittee

MAJOR PRODUCTS

- Updated Regional Freight Plan
- Documentation as necessary supporting FAST Act requirements of freight planning

This task addresses planning for freight aspects of the region's transportation system and coordinating with related state, regional, and local efforts. The Regional Freight Plan, last updated in FY 2016, will be completely updated in FY 2022, and will provide guidance for continued regional planning activities.

This task includes:

- Develop and publish an updated Regional Freight Plan.
- Compile and analyze data to support regional freight planning.
- Address recommendations of the FY 2020 symposium/workshop on the topic of curbside management in the National Capital Region, across fields of planning for freight, safety, public transportation, and related areas.
- Coordinate with relevant jurisdictions and committees on regional rail issues.
- Address the FAST Act requirements related to regional freight transportation planning, including PBPP measures and targets.
- Conduct supporting activities as necessary on the above topics, potentially including in-depth studies, development of reports or white papers, or stakeholder workshops.
- Support the TPB Freight Subcommittee in its coordination and advisory roles.

3.9 METROPOLITAN AREA TRANSPORTATION OPERATIONS COORDINATION PROGRAM PLANNING

OVERSIGHT

MATOC Steering Committee, in conjunction with the Systems Performance, Operations, and Technology Subcommittee (SPOTS)

MAJOR PRODUCTS

- MATOC Steering Committee Materials

This task is to provide TPB's planning support for the Metropolitan Area Transportation Operations Coordination (MATOC) Program, in conjunction with the MATOC Steering Committee, subcommittees, and partner agencies, as MATOC pursues its function of providing real-time situational awareness of transportation operations in the National Capital Region. TPB is an ex-officio member of MATOC.

This task includes:

- Provide administrative support of the MATOC Steering Committee, including preparation of agendas and summaries and tracking of action items.
- Provide TPB staff input and advice to the MATOC Steering Committee and its subcommittees and working groups.
- Address Traffic Incident Management (TIM) as it relates to MATOC planning.
- Provide briefings to the TPB on MATOC Program progress as requested.

4. Public Participation

OVERSIGHT

Transportation Planning Board

MAJOR PRODUCTS

- Public comment solicited and documented
- Materials and activities for public participation related to the Visualize 2045 update
- CAC and AFA Committee reports
- Conduct the 18th session of the Community Leadership Institute
- Information dissemination through the website, social media, and printed documents
- Communication support for all Tasks

TOTAL COST ESTIMATE

\$ 994,711

4.1 PUBLIC PARTICIPATION AND OUTREACH

Public participation, outreach, and communications are essential to carrying out the continuing, cooperative, and comprehensive (3C) metropolitan transportation planning process. The TPB's 2020 Participation Plan guides all public involvement activities to support the development of the plan, TIP, and all other TPB planning activities. The TPB's Participation Plan emphasizes involving traditionally disadvantaged populations in the planning process, as part of the TPB's commitment to ensuring nondiscrimination in all its programs and activities as required under Title VI and the Environmental Justice Executive Order. This activity will encompass the following work tasks:

- Conduct public involvement as described in the new TPB Participation Plan, which was approved by the TPB in October of 2020. The plan calls upon staff to integrate public engagement, as appropriate, into planning activities throughout the department.
- Develop and conduct public engagement activities with consideration of an equity perspective, as directed by TPB Resolution R1-2021, which called for equity, as a foundational principle, to be woven into all of the TPB's work.
- Provide regular opportunities for comment on TPB activities and products, including public comment sessions at the beginning of TPB meetings and official public comment periods prior to the adoption of key TPB plans and programs.
- Conduct public involvement activities in the summer of 2021 as part of the update to Visualize 2045. These activities may include socially distant outreach such as webinars, virtual townhalls, and virtual popups. This phase of open-invitation outreach will complement public opinion research for Visualize 2045 that was conducted in FY 2021.
- Conduct a final public comment period for Visualize 2045 in the spring of 2022.
- Provide staff support for the TPB Community Advisory Committee (CAC), including organizing monthly meetings and outreach sessions, and drafting written materials for the committee. Staff will ensure that CAC comments are communicated to the TPB regarding transportation plans, projects, programs, and issues that are important to the committee and its members.

- Provide staff support for the TPB Access for All Advisory (AFA) Committee that includes leaders and representatives of low-income communities, minority communities, persons with disabilities, older adults, and those with limited English skills as the TPB's primary strategy for engaging traditionally disadvantaged population groups in the planning process and for providing guidance on Human Service Transportation Program activities. AFA Committee comments will be shared with the TPB on transportation plans, projects, programs, services, and issues that are important to AFA community groups.
- Conduct training activities, as needed, to help community leaders learn how to get more actively involved in transportation decision making in the Washington region (Community Leadership Institute).
- Conduct evaluation activities of the public involvement process.
- Ensure that all public participation is consistent with and meets the Federal Civil Rights Act (Title VI) and Executive Order 12988 Environmental Justice.

4.2 COMMUNICATIONS

This activity will encompass the following work tasks:

- Develop written and visual materials to spread information about regional transportation planning issues, explain how transportation decision-making works, and engage the public.
- Support staff as they develop meeting materials and publications to communicate information developed in other tasks in the UPWP.
- Produce content for the TPB News, Visualize 2045 newsletter, and other digital publications.
- Regularly update information on the TPB's webpages, ensuring the site is timely, thorough, and user-friendly.
- Effectively use social media and other digital tools to engage the public in current TPB activities.

5. Travel Forecasting

OVERSIGHT

TPB Travel Forecasting Subcommittee

MAJOR PRODUCTS

- A series of highway and transit networks reflecting the latest long-range transportation plan (2022 Update to Visualize 2045) and TIP for input to the regional travel demand model, together with technical documentation
- Maintenance, support for and development of currently adopted travel models, including inputs, application files, and documentation
- Continued development, with consultant assistance, of the TPB's next-generation travel demand forecasting model, known as the Gen3 Model, which will occur over a three-year period, from FY 2020 to FY 2023. A developmental model (Gen3, Phase 1) and associated technical documentation

TOTAL COST ESTIMATE

\$ 3,298,337

The Travel Forecasting work activity consists of two sub-activities: Network Development and Model Development and Support. The goal of Network Development is to prepare the primary inputs for the regional travel demand model, especially the transportation networks. The goal of Model Development and Support is to develop, maintain, support, and improve the TPB's regional travel demand forecasting methods for both tactical and strategic planning models.

5.1 NETWORK DEVELOPMENT

Develop, maintain, and improve the transportation networks used as inputs to the TPB's regional travel demand forecasting models, both the production-use and developmental models.

Planned tasks for FY 2022:

- Produce a series of forecast-year transportation networks used as inputs to the regional travel demand forecasting model, in support of transportation planning studies, such as scenario studies, project-planning studies, and air quality conformity (AQC) analyses of the TPB's Long-Range Transportation Plan (LRTP). The quadrennial update of the LRTP occurs in 2022, but, in some cases, TPB staff may be asked to perform an "off-cycle" AQC analysis.
- Maintain and refine both 1) the multi-year transportation network geodatabase used in regional travel demand modeling and 2) the software used to edit and update the geodatabase, known as COGTools.
- Develop transportation networks in formats that support both 1) the production-use travel models, such as the Gen2/Ver. 2.3 and Ver. 2.4 models, which require networks in Cube TRNBUILD format; and 2) developmental travel models, such as the Gen3 Model, which will

likely require networks in Cube Public Transport (PT) format. Support improvements in the unified network database/COGTools to work with transportation networks in both TRNBUILD and PT formats in sync.

- Respond to network-related technical data requests.

5.2 MODEL DEVELOPMENT AND SUPPORT

Develop, maintain, support, and improve the TPB's travel demand forecasting methods. Methods can range from tactical models, such as the TPB's regional travel demand forecasting model, to strategic models, such as sketch and scenario planning models.

This work includes improving the production-use travel model and developing the next-generation travel model, known as the Generation-3, or Gen3, Model, which is to be developed with consultant assistance during a three-year period, from FY 20 through FY 23. This work also involves exploring the use of modeling tools for strategic planning, such as RSPM and VisionEval. This work activity also includes related tasks such as data collection, research, and interfacing with travel demand modeling staff at peer MPOs.

Planned tasks for FY 2022:

- Staff the TPB Travel Forecasting Subcommittee (TFS).
- Support both internal and external users of the TPB's current or future production-use travel demand forecasting models (either the Gen2/Ver. 2.3 Model or the Gen2/Ver. 2.4 Model).
- Develop new versions of the TPB's travel demand forecasting model that provide enhanced modeling capabilities. TPB staff is currently working with a consultant to develop the TPB's next-generation travel demand forecasting model, to be known as the Generation-3, or Gen3, Travel Model. This model is planned to be a disaggregate, activity-based model (ABM), implemented in ActivitySim software. Model development is planned to last three years (FY 2020-2023). Development will occur via two main phases: Gen3 Model, Phase 1 is planned to conclude in September 2021 (early FY 2022). The goal of Phase 1 is to obtain a developmental model that has gone through an initial round of calibration, validation, and sensitivity testing and can be tested by TPB staff. Phase 2 is planned to run from September 2021 through November 2022 (middle of FY 2023). The goal of Phase 2 is to obtain a travel model that is calibrated, validated, and is production ready.
- Identify, and possibly obtain, data needed to support development of the Gen3 Model and its successor model, the Gen4 Model.
- Promote the regional coordination of future transit on-board surveys so that they can better support model development needs. This effort would be coordinated with other DTP teams and with the Regional Public Transportation Subcommittee (see Task #3, "Planning Elements").
- Join the ActivitySim consortium and coordinate with other member MPOs on the maintenance and development of ActivitySim, the underlying software of the Gen3 Travel Model.
- Keep abreast of best practices in travel demand modeling.
- Develop knowledge of and support other DTP staff in the use of strategic planning models, such as sketch and scenario planning models (e.g., VisionEval and RSPM). Coordinate with DTP's Planning Data & Research Team.
- Respond to travel-model related technical data requests from external clients such as

consultants, state/local agencies, academia, and research/governmental agencies, both within and beyond the metropolitan Washington region.

- Maintain software and hardware required to apply the regional travel demand model.
- Coordinate with the COG Office of Information Technology (IT) to help maintain the computers used to run the regional travel demand model. Assist IT with testing related to the planned agency-wide transition into cloud computing.

6. Mobile Emissions Planning

OVERSIGHT

TPB Technical Committee in consultation with MWAQC

MAJOR PRODUCTS

- Air quality conformity analysis of the 2022 Update to Visualize 2045: Conduct runs of the travel model and mobile emissions model and prepare technical documentation
- TPB Climate Change Mitigation Study of 2021, with consultant assistance: Complete the study and prepare a report
- Technical activities, including preparation of mobile inventories and development of mobile budgets, and documentation related to the State Implementation Plans (SIPs) to meet the 2015 ozone NAAQS requirements

TOTAL COST ESTIMATE

\$ 2,039,172

6.1 AIR QUALITY CONFORMITY

The 1990 Clean Air Act Amendments require MPOs to conduct detailed systems-level technical analyses to demonstrate that future mobile source emissions resulting from the region's plans and programs comply with federally approved motor vehicle emissions budgets. This task supports the air quality conformity analyses and other air quality modelling to comply with federal regulations. This activity will encompass the following work tasks in FY 2022:

- Continue technical tasks related to the air quality conformity analysis of the TPB's 2022 Long-Range Transportation Plan quadrennial update. Provide technical travel demand and mobile emissions modeling support and summarize the findings in a report. Transmit the conformity findings to local, state, and federal agencies.
- Provide technical travel demand and mobile emissions modeling support for an off-cycle AQC analysis, if requested by implementing agencies. This task may be funded from Technical Assistance accounts.
- Keep abreast of federal requirements as related to air quality conformity determinations and the new mobile emissions estimation software, MOVES3.
- Continue working to incorporate Performance-Based Planning and Programming (PBPP) requirements pertaining to Congestion Mitigation and Air Quality Improvement Program (CMAQ) into the planning process as it relates to the adopted Plan.
- Maintain communication and consultation among transportation agencies, air agencies, and the public regarding air quality related matters in the region.

6.2 MOBILE EMISSIONS ANALYSIS

The goal of this task is to conduct a wide range of analyses to quantify mobile-source emissions levels of various pollutants in support of air quality planning and Transportation Emissions Reduction Measures (TERMs). TPB staff is also actively involved with State Implementation Plan (SIP) activities that determine how metropolitan areas will attain and maintain national air quality standards. SIP activities include the establishment of mobile emission budgets for criteria pollutants that are analyzed in air quality conformity work. This task also covers climate change mitigation activities, which strive to reduce greenhouse gas (GHG) emissions due to the on-road transportation sector.

- With consultant assistance, conduct a study of approaches to reduce greenhouse gas (GHG) emissions to meet 2030 reduction goals in the Metropolitan Washington 2030 Climate and Energy Action Plan. Prepare a report documenting the study findings.
- Support State Implementation Plan (SIP) development, if needed, to address requirements of 2015 ozone National Ambient Air Quality Standards (NAAQS). This would include developing inventories of on-road mobile emissions for volatile organic compounds (VOC) and nitrogen oxides (NO_x) – two precursors to ground-level ozone – and development of new motor vehicle emissions budgets.
- Revisit opportunities to refresh inputs to the EPA’s Motor Vehicle Emission Simulator (MOVES) software, such as vehicle registration data, referred to as Vehicle Identification Number (VIN) data, in consultation with regional environmental and transportation agency partners.
- Provide technical support to COG/DEP staff with regional climate change/greenhouse gas (GHG) related planning activities.
- Keep abreast of MOVES updates and best practices.
- Conduct sensitivity tests of new MOVES model versions that may be released by EPA, such as the new MOVES3 model.
- Respond to technical requests from COG’s Department of Environmental Programs (DEP) and from TPB member jurisdictions for readily available mobile emissions information.
- Follow established TPB interagency and public consultation procedures and coordinate with COG/DEP staff to involve the MWAQC in the public and interagency consultation process.

7. Travel Monitoring and Data Programs

OVERSIGHT	Various (see below)
MAJOR PRODUCTS	See program-specific products below
TOTAL COST ESTIMATE	\$ 1,916,935

7.1 TRAVEL SURVEYS

OVERSIGHT	TPB Travel Forecasting Subcommittee
MAJOR PRODUCTS	<ul style="list-style-type: none">• Presentations, visualizations, and information reports• Workplan for geographic-focused surveys• Technical Support

Work under this task encompasses conducting surveys designed to collect key information that provide insights and understanding of regional travel trends as well as provide key inputs into the regional travel demand forecasting model; and conducting research and analysis of travel-related surveys conducted in other organizations and programs.

This activity will encompass the following in FY 2022:

- Provide continued briefings to the TPB, TPB Technical Committee, the Travel Forecasting Subcommittee, and other subcommittee and stakeholders, as appropriate, on the findings from the RTS, the 7-day panel survey, and other applicable surveys and data that examine travel behavior.
- Process data from the panel travel survey conducted in fall 2019 and prepare finalized datasets to be used in survey analysis and documentation.
- Conduct analysis of RTS and 2019 panel survey to produce data and findings for consideration and inclusion in the next regional long-range plan update, Visualize 2045.
- Identify and obtain appropriate data on regional travel behavior that occurred during the COVID-19 pandemic period.
- Conduct detailed analysis of the RTS, panel survey, 2019 State of the Commute Survey, 2020 Employer Survey, and applicable data from the pandemic period to analyze build a baseline understanding of how regional travel was changed as a result of the pandemic.
- Respond to inquiries about the survey from state and local government staff, survey participants, and the media.
- Develop visualizations and other innovative means to convey survey results and findings.
- Initiate geographic-focused surveys.

7.2 TRAVEL ANALYSIS STUDIES AND RESEARCH

OVERSIGHT

TPB Travel Forecasting Subcommittee

MAJOR PRODUCTS

- **Travel monitoring datasets to support PBPP and Gen3 modeling requirements**
- **Travel trends and travel visualization dashboard**
- **Technical reports/memoranda**
- **Presentations**

This task conducts travel trends analysis, monitoring studies, and associated research activities to support the regional travel demand forecasting model, performance-based planning and programming (PBPP), and long-range plan development. Individual studies for FY 2022 will be largely determined based on programmatic needs of the regional travel demand forecasting model, PBPP requirements, and long-range planning activities. Expansion of the regional travel trends analysis program will continue, including developing a centralized dashboard of that provides visualizations and analysis of regional travel trends and data that will assist staff and other partner users gain insights on understanding the implications of these trends and data on regional travel. In coordination with the needs of the current as well as the anticipated Gen3 travel demand model, travel monitoring study needs will be identified and performed. Expanded research activities that consider emerging topics of importance in regional transportation will be identified and carried out, including those requiring deploying the use of big data analytics in deciphering and understanding trends in regional travel from large location-based data sets.

During FY 2022, key activities will also include:

- Continuing the enhancement of the regional travel trends analysis program to produce more frequent data products, reports, and presentations on various aspects of regional travel trends. This will include:
 - Developing and maintaining visualization dashboards on travel trends and travel data
 - Developing methodologies to develop more robust, geographic-focused travel trends analysis updates
 - Developing user-friendly information reports/products that combine results of multiple travel trends research activities
 - Making more frequent presentation to the TPB, TPB Technical Committee, and other committees and subcommittees, as appropriate, to provide more frequent and ongoing awareness and understanding of the latest travel trends and their implication for regional transportation planning, including the impact of the COVID-19 pandemic on regional travel.
 - Preparing geographically-focused analyses of travel occurring throughout the region.
- Research and analyze regional travel trends using a variety of data sources, including, among others, the Regional Travel Survey, the 7-day panel survey, Census and other federal transportation-related datasets, and Big Data that will be acquired to support numerous programmatic requirements.

- Perform data collection, research and analysis that support regional transportation planning activities, including, among others, the development of the regional long-range transportation plan update, Visualize 2045, as well as consideration of equity in regional transportation planning.
- Providing cross-program research and analysis support for regional transportation planning studies and activities using a variety of analytical tools. These may include supporting the use of scenario planning tools that were evaluated in FY 2022 and intended to support complex “what if” analyses that examine the effects and impacts that could occur under varying future conditions. Scenario planning may be applied to better understand future uncertainties, such as changes in Greenhouse Gas production, the deployment of connected autonomous vehicles, and future alternative land use distribution patterns.
- Continue to increase staff awareness of the use of planning tools in the regional transportation planning practice and build staff technical capabilities to apply scenario planning tools in transportation planning studies and analyses.

7.3 REGIONAL TRANSPORTATION DATA CLEARINGHOUSE

OVERSIGHT

TPB Technical Committee

MAJOR PRODUCTS

- **Updated Clearinghouse database and documentation**
- **Web interface to access Clearinghouse data**

Efficient access to a comprehensive source of current and historic data on the characteristics and performance of the region’s transportation system is vitally important for transportation planning, air quality analysis, travel models development, congestion management, travel trends analysis, and project evaluations. Under this activity, staff will continue to work with local, state, WMATA, and other regional agencies to transfer data to and from the Regional Transportation Data Clearinghouse and to update the Clearinghouse with updated highway and transit performance data and other important multi-modal travel data as they become available. These data will also be used to in the development of data visualizations identified in Task 7.2.

This activity will encompass the following in FY 2022:

- Update Clearinghouse traffic volume data with AADT and AAWDT volume estimates, hourly directional traffic volume counts, and vehicle classification counts received from state DOTs and participating local jurisdiction agencies.
- Update Clearinghouse transit ridership data with data received from WMATA, PRTC, VRE, MTA and local transit agencies including the Ride-On, The Bus, ART, DASH and the Fairfax Connector.
- Develop, maintain, and provide data at varying geographic levels of specificity, including parcel-level data, when needed, to support the development of the Gen 3 regional travel demand model.
- Update freeway and arterial road speed and level of service data, when available.
- Update Clearinghouse highway network bridge and pavement condition data from most current National Bridge Inventory and Highway Performance Management System databases.

- Add updated Cooperative Forecasting data by TAZ to the Regional Transportation Clearinghouse Data.
- Support efforts to develop and maintain a web-based regional travel trends dashboard described in the previous task.
- Distribute Regional Transportation Clearinghouse Data to TPB participating agencies via a GIS web-based application.
- Ensure functionality of the RTDC with ongoing system administration and updates and promote the availability and use of the RTDC to local, state, and transit agency partners.
- Add and maintain data to support analysis of transportation impacts of the COVID-19 pandemic period and their implications for long-range regional transportation planning.

7.4 GIS DATA AND ANALYSIS

OVERSIGHT

TPB Technical Committee

MAJOR PRODUCTS

- Updated GIS software, databases, online web map applications, user documentation, and support and coordination of COG/TPB GIS activities

This work activity provides cross-program geospatial and data support throughout the Department of Transportation Planning to support all UPWP program activities. This includes providing data and technical support to staff using GIS for development and distribution of data and information developed for TPB planning activities, including geospatial analysis support for Visualize 2045, the TIP, travel trends analysis, Congestion Monitoring and Analysis, Cooperative Forecasting, Regional Transportation Data Clearinghouse, Network and Models Development, Equity, Safety, and Freight, Bike and Pedestrian Planning activities, among others.

This activity will encompass the following work activities in FY 2022:

- Provide data and technical support to staff using GIS for development and distribution of data and information developed for TPB planning activities.
- Provide technical guidance and develop GIS-based products (web maps and applications, visualization, etc.) for TPB planning activities.
- Respond to requests for TPB GIS metadata, databases, and applications.
- Coordinate regional GIS activities with state DOTs, WMATA, and the local governments through COG's GIS Committee and subcommittees.
- Maintain and update GIS-related hardware and software used by staff for regional transportation planning activities.

8. Regional Land Use and Transportation Planning Coordination

OVERSIGHT	TPB Technical Committee
MAJOR PRODUCTS	<ul style="list-style-type: none">• See program-specific products
TOTAL COST ESTIMATE	\$ 1,189,172

This task coordinates local, state, and federal planning activities and supports development of socioeconomic forecasts (Cooperative Forecasts) of population, households, and employment, which reflect technical and policy assumptions of future land use in the region’s jurisdictions and are essential inputs into the region’s travel demand model and forecasting tools.

8.1 SOCIOECONOMIC FORECASTING

OVERSIGHT	TPB Technical Committee
MAJOR PRODUCTS	<ul style="list-style-type: none">• Updated Cooperative Forecasting land activity forecasts and documentation• Analysis of Activity Center and High Capacity Transit Station area forecasts• Information reports and products• Technical support• Annual Baseline Employment Guidance

Staff will continue to coordinate land use and regional transportation planning in the region. Central to this activity will be supporting initial activities in the development of the Round 10 Cooperative Forecasts. Activities required to coordinate the development of the Cooperative Forecasts and regional transportation planning will include:

- Support initiatives of COG Board of Directors and the TPB on matters related to the coordination and analysis of regional transportation and land use planning to support important regional policy discussions and decisions. This may entail analyzing the relationship between regional land use and transportation using a variety of analytical tools. These may include the use of scenario planning tools that were evaluated in FY 2021 and intended to support complex “what if” analyses that examine the effects and impacts that could occur under varying future land use and transportation conditions.
- Conduct analysis related to regional land use and transportation in support of the development of the regional long-range transportation plan update, Visualize 2045, as well as the consideration of equity in regional land use and transportation planning.
- Support the PDTAC in the coordination of local, state, and federal planning activities and the integration of land use and transportation planning in the region.

- Develop annual Baseline Employment Guidance update to support local governments preparing employment forecast estimates.
- Develop Travel Model Employment Definition Adjustment Factors, which are applied to develop a set of employment forecasts based on a consistent set of employment definitions and used in the regional travel demand model.
- Analyze changes in regional economic, demographic, and housing trends drawing on the results from the U.S. Census American Communities Survey, the Census Transportation Planning Products (CTPP) program, and from other available federal, state, and local data sources.
- Provide continued support for the Transportation Analysis Zone (TAZ) system used in the regional travel demand forecasting model and the Cooperative Forecasting process, including any activities that may be necessary to make TAZ adjustments to support future model development processes.
- Work with members of the Cooperative Forecasting and Data Subcommittee to enhance and improve the quality of small area (TAZ-level) employment, population, and employment data.
- Work with the Cooperative Forecasting and Data Subcommittee and the PDTAC to assess the effects of significant transportation system changes on the Cooperative Forecasting land activity forecasts.
- Work with the Cooperative Forecasting Subcommittee and the region's Planning Directors to develop updated growth forecasts at the regional and Transportation Analysis Zone (TAZ) level.
- Conduct initial activities to commence the next major Cooperative Forecasting update (Round 10). Activities may include evaluating econometric databases that could be used to help identify base year estimates and examining regional, national, and global demographic and market trends that will inform underlying regional growth assumptions, among others.
- Document key land use and transportation assumptions used in making updates to the Cooperative Forecasting land activity forecasts.
- Update and maintain Cooperative Forecasting land activity databases of TAZ-level population, household, and employment forecasts that are used as input into TPB travel demand-forecasting model.
- Map and analyze updated Cooperative Forecasting growth forecasts in relation to COG Activity Centers, high-capacity transit locations, and Equity Emphasis Areas.
- Respond to public and stakeholder comments on the Cooperative Forecasts and the Cooperative Forecasting process.
- Work with the Cooperative Forecasting Subcommittee to analyze results of the 2020 Census for use in developing future updates to the Cooperative Forecasts. Continue to provide regular seminars and trainings on accessing and analyzing Census data to support local demographic analysis and small-area forecasting.
- Develop and publish useful economic, demographic and housing-related information products including the Regional Economic Monitoring Reports (REMS), the annual "Commercial Development Indicators," the "Multi-family Rental Housing Construction" report, and economic and demographic data tables to be included in the Region Forward work program.
- Use TPB transportation planning data to update information for the approved COG Region Forward Targets and Indicators.

9. Mobility and Enhancement Programs

OVERSIGHT

TPB Technical Committee

MAJOR PRODUCTS

- Solicit and select projects for FTA Section 5310 funding
- TAP Coordination and project selection for DC, MD
- TLC Technical Assistance including final reports, provided by consultant teams to localities
- Updated website
- Regional Peer Exchange Network Activities
- Regional Roadway Safety Program Assistance, including final reports, provided by consultant teams

TOTAL COST ESTIMATE

\$ 988,671

The TPB solicits and selects projects for the following three programs. This activity will encompass the following work tasks in FY 2022:

9.1 ENHANCED MOBILITY GRANT PROGRAM

COG is the designated recipient for the FTA “Section 5310: Enhanced Mobility of Seniors and Individuals with Disabilities” program. This task includes:

- Continue the solicitation and select projects for FTA Section 5310 Enhanced Mobility funding (Summer/Fall 2021).
- Support the implementation of the Coordinated Plan by furthering the goals and strategies in the plan provide an array of transportation services and options to older adults and people with disabilities.
- Initiate the next required update of the Coordinated Plan, which will take approximately 8 months and will be approved in calendar year 2022.
- The UPWP does not provide financial support to implement the projects and oversee the grants that have been awarded. These activities are funded by the FTA Section 5310 Program.

9.2 REGIONAL ROADWAY SAFETY PROGRAM

TPB Resolution R3-2021, adopted in July 2020, established the Regional Roadway Safety Program to assist its member jurisdictions and the region to develop and/or implement projects, programs, or policies to equitably improve safety outcomes for all roadway users. Specifically, the Regional Roadway Safety Program provides short-term consultant services to member jurisdictions or agencies to assist with planning or preliminary engineering projects that address roadway safety issues.

- Develop and execute a regional program that provides short-term consultant services to member jurisdictions or agencies to assist with planning or preliminary engineering projects that address roadway safety issues, including studies, planning, or design projects that will improve roadway safety and lead to a reduction in fatal and serious injury crashes on the jurisdiction's roadways.
- Fund approximately three to eight technical assistance planning projects, or project design efforts at a level between \$30,000 and \$80,000 each, supported by UPWP core funding plus portions of the DDOT, MDOT, and VDOT Technical Assistance Programs, as well as if and when additional funding may be provided by state or local agencies.
- Develop tools and activities to facilitate regional learning about roadway safety issues among TPB member jurisdictions through regional peer exchange.
- Provide staff support for project proposal solicitation, review, and conduct.

9.3 TRANSPORTATION ALTERNATIVES SET-ASIDE PROGRAM

Coordinate and conduct the selection process for small capital improvement projects that will be awarded funding sub-allocated to the Washington metropolitan region through the state DOTs from the federal Transportation Alternatives Set-Aside Program (TAP). The TPB approves the final selection of projects and submits them to the states for implementation. TPB will promote TAP funding for projects that seek to complete the National Capital Trail Network (NCTN) or promote pedestrian and bicycle access in Transit Access Focus Areas (TAFAs). The TPB approved the NCTN and TAFAs concepts and maps in July 2020.

9.4 TRANSPORTATION LAND USE CONNECTION PROGRAM

The TLC Program offers short term consultant technical assistance to local jurisdictions to advance planning activities that strengthen the connection between local land use and transportation planning. This activity will encompass the following work tasks in FY 2022:

- Fund at least six technical assistance planning projects at a level between \$30,000 and \$60,000 each.
- Fund at least one project for between \$80,000 and \$100,000 to perform project design to achieve 30% completion.
- Develop tools and activities to facilitate regional learning about TLC issues among TPB member jurisdictions through the Regional Peer Exchange Network. Organize at least one regional meeting to facilitate an exchange of information about lessons learned from past TLC projects.
- Provide staff support for TLC Technical Assistance Projects to be conducted as part of the MDOT and VDOT Technical Assistance Programs and for other projects where additional funding is provided by state or local agencies.
- Promote TLC funding for projects that seek to complete the National Capital Trail Network (NCTN) or promote pedestrian and bicycle access in Transit Access Focus Areas (TAFAs). The TPB approved the NCTN and TAFAs concepts and maps in July 2020.

10. TPB Management and Support

OVERSIGHT

Transportation Planning Board

MAJOR PRODUCTS

- Materials for the meetings of the TPB, Steering Committee, Technical Committee, and State Technical Working Group
- Responses to information requests from elected officials, federal agencies, and media
- Participation in external meetings related to the TPB work program
- FY 2023 UPWP

TOTAL COST ESTIMATE

\$ 880,648

10.1 TRANSPORTATION PLANNING BOARD COMMITTEE SUPPORT AND MANAGEMENT AND UNIFIED PLANNING WORK PROGRAM

This activity includes support for the Transportation Planning Board (TPB), management activities not attributable to specific tasks in the work program, committee coordination and support, and development of the Unified Planning Work Program (UPWP).

TPB Committee Support

- Make all administrative arrangements and provide staff support for TPB, the TPB Steering Committee, the State Technical Working Group, the TPB Technical Committee, and special TPB work groups meetings.
- Maintain TPB Committee membership rosters and distribution lists and prepare meeting materials for TPB Committee meetings.
- Prepare the monthly Director's Report.
- Respond to periodic requests from TPB members, federal agencies, Congressional offices, media, and others for information or data of a general transportation nature.
- Meet with TPB Board members and participating agency staff to discuss current and emerging regional transportation planning issues.
- Respond to TPB correspondence and draft correspondence requested by the Board.
- Participate in meetings of other agencies whose programs and activities relate to and impact the TPB work program.
- Draft Memoranda of Understanding with other agencies for the TPB's review and approval.
- Participate in the Association of Metropolitan Planning Organizations (AMPO) and meetings.
- Coordinate TPB Planning Activities with Program Directors.
- Day-to-day management of and allocation of staff and financial resources.
- Monitor all work program activities and expenditures.

Unified Planning Work Program (UPWP)

The UPWP for the Metropolitan Washington Region describes all transportation planning activities utilizing federal funding, including FHWA Planning (PL) funds, FTA Section 5303 funds, and (FAA) Continuing Airport System Planning (CASP) funds. The UPWP identifies state and local matching dollars for these federal planning programs, as well as other closely related planning projects utilizing state and local funds.

This task includes:

- Develop a Unified Planning Work Program (UPWP) that complies with anticipated metropolitan planning requirements in the Fixing America's Surface Transportation (FAST) Act.
- Supervise the preparation, negotiation, and approval of the annual work program and budget involving the State Transportation Agencies, the TPB Technical Committee, the TPB Technical Committee, the Steering Committee, and the TPB.
- Prepare monthly UPWP progress reports for each of the state agencies administering planning funding and prepare all necessary federal grant applications submissions.
- Review all monthly UPWP invoices going to each of the state agencies administering planning funding.
- Prepare the FY 2023 UPWP.

11. Technical Assistance

This TPB work program activity responds to requests for technical assistance from the state and local governments and transit operating agencies. This activity takes the form of technical work tasks in which TPB-developed tools, techniques, data, and capabilities are used to support DDOT, MDOT, VDOT, and regional transit agencies' sub-area planning, travel monitoring, travel modeling, and data collection efforts related to regional transportation planning priorities. The funding level allocated to technical assistance is an agreed upon percentage of the total new FY 2022 funding in the basic work program. The funding level for each state is an agreed-upon percentage of the total new FTA and FHWA planning funding passed through each state. The funding level for regional transit is an agreed upon percentage of the total new FTA funding. The specific activities and levels of effort are developed through consultation between the state and regional transit agency representatives and TPB staff. Specific technical assistance projects and work activities falling within the broad categories identified in this section are identified and coordinated through consultation with state departments of transportation and regional transit agencies throughout the fiscal year.

11.1 DISTRICT DEPARTMENT OF TRANSPORTATION

MAJOR PRODUCTS See program-specific products below

TOTAL COST ESTIMATE \$ 272,846

1. Program Development, Data Requests and Miscellaneous Services

MAJOR PRODUCT Specific scopes of work, on-going activity

TOTAL COST ESTIMATE \$ TBD

This work activity supports staff time spent in developing scopes of work for requested projects and in administering the DC Technical Assistance 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 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.

2. Regional Safety Program

MAJOR PRODUCTS

- TLC Technical Assistance awards, technical reports from contractors,
To be completed by June 2022

TOTAL COST ESTIMATE \$ TBD

The Regional Safety Program is an effort to provide short-term consultant services to individual member jurisdictions to assist with planning or preliminary engineering projects that address roadway safety issues. Examples include studies, planning, or design projects that will improve roadway safety and lead to a reduction in fatal and serious crashes on the jurisdiction's roadways. The program was established by TPB in 2020. District of Columbia Technical Assistance funds provide additional technical assistance funding for the Regional Safety Program.

3. Other Tasks to Be Defined

TOTAL COST ESTIMATE \$ TBD

This work element is established to respond to requests by DDOT for anticipated technical assistance work tasks that are not yet defined. These work tasks will be performed upon further specific authorization received from DDOT in FY 2022.

11.2 MARYLAND DEPARTMENT OF TRANSPORTATION

MAJOR PRODUCTS See program-specific products below

TOTAL COST ESTIMATE \$ 483,305

1. Program Development, Data Requests and Miscellaneous Services

MAJOR PRODUCT • Specific scopes of work, on-going activity

TOTAL COST ESTIMATE \$ TBD

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

2. Project Planning Studies

MAJOR PRODUCT • Specific scopes of work, on-going activity

TOTAL COST ESTIMATE \$ TBD

This work task supports staff time associated with the development of scopes of work, interagency coordination, and technical analyses associated with travel demand modeling, evaluation of alternatives and coordination with other governmental entities and consultants. This work element also anticipates technical work on new planning studies administered by MDOT, MD SHA and other agencies.

3. Feasibility/Special Studies

MAJOR PRODUCT • Specific scopes of work, on-going activity

TOTAL COST ESTIMATE \$ TBD

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

4. Travel Monitoring/Transportation Performance Measures

MAJOR PRODUCT • Specific scopes of work, on-going activity

TOTAL COST ESTIMATE \$ TBD

This work task will provide funding for data collection and analysis to support the assessment of system performance on major freeway and arterial roadway segments of the region's transportation network in Maryland. Computation and analysis of various travel time, congestion level, system reliability and freight performance metrics will be performed as part of this work task.

5. Miscellaneous Technical Support:

MAJOR PRODUCT • Specific scopes of work, on-going activity

TOTAL COST ESTIMATE \$ TBD

This work task will support technical work associated with several pursuits of MDOT and MD SHA that do not fit into other Technical Assistance work tasks. Work activities could include Transit Oriented Development (TOD) studies, statewide model support, GIS applications, scenario studies, SHRP2 Capacity and Reliability Product Implementation assessments, and possibly freight/special generator studies may be conducted as part of this work task.

6. Transportation / Land Use Connections Program

MAJOR PRODUCTS • TLC Technical Assistance awards, technical reports from contractors,
To be completed by June 2022

TOTAL COST ESTIMATE \$ TBD

The Transportation / Land Use Connections (TLC) program is an effort to provide technical assistance to local governments in the Washington region to facilitate integrating land use and transportation planning at the community level. Begun as a six-month regional pilot program in January 2007, this project has been very well received. MDOT supplements this regional effort by allocating a portion of its Technical Assistance funds to provide additional TLC technical assistance funding for Maryland jurisdictions.

7. Regional Safety Program

MAJOR PRODUCTS • TLC Technical Assistance awards, technical reports from contractors,
To be completed by June 2022

TOTAL COST ESTIMATE \$ TBD

The Regional Safety Program is an effort to provide short-term consultant services to individual member jurisdictions to assist with planning or preliminary engineering projects that address roadway safety issues. Examples include studies, planning, or design projects that will improve roadway safety and lead to a reduction in fatal and serious crashes on the jurisdiction's roadways. The program was established by TPB in 2020. Maryland Technical Assistance funds provide additional technical assistance funding for the Regional Safety Program.

8. Other Tasks yet to be defined

TOTAL COST ESTIMATE **\$ TBD**

This work element is established to respond to requests by MDOT and SHA for anticipated technical assistance work tasks that are not yet defined. These work tasks will be performed upon further specific authorization from MDOT and MDSHA in FY 2021.

11.3 VIRGINIA DEPARTMENT OF TRANSPORTATION

MAJOR PRODUCTS See program-specific products below

TOTAL COST ESTIMATE \$ 416,320

1. Program Development, Data Requests, and Miscellaneous Services

MAJOR PRODUCT • Specific scopes of work, on-going activity

TOTAL COST ESTIMATE \$ TBD

This work activity supports staff time spent administering the VA Technical Assistance work program throughout the year. Work activities include meetings with participating agencies to discuss proposed/new projects, development of monthly progress reports, budgetary reporting and technical quality control. This work task also includes staff time to process requests for data/documents received from local jurisdictions in Northern Virginia as advised by VDOT throughout the year.

2. Travel Monitoring and Survey

MAJOR PRODUCT • Program management plan, data and analysis, technical memorandum – on-going activity

TOTAL COST ESTIMATE \$ TBD

This work activity supports an ongoing continuous program to monitor travel and system performance on major commuting routes in Northern Virginia, with a goal to collect travel monitoring data for each major route on a 2 to 3-year cycle. Collected data and system performance analysis will include volume and occupancy data, travel time data, and other information. This travel monitoring program will also include collection of bicycle and pedestrian data at various locations throughout Northern Virginia, as identified by VDOT.

3. Travel Demand Modeling

MAJOR PRODUCT • Model output, technical memoranda, on-going activity

TOTAL COST ESTIMATE \$ TBD

This work activity is designed to assist VDOT with the use of results from the regional transportation travel demand model to support various transportation planning efforts and studies in Northern Virginia. Specific tasks undertaken will be identified throughout the year and are likely to include: developing forecasts and/or extracting specific information from the regional model forecasts for specific scenarios/options evolving out of ongoing studies and/or project planning efforts; and assistance with documentation, training and customization of the regional travel demand forecasting model for the Northern Virginia sub-area per VDOT's requirements.

4. Regional and Sub-Regional Studies

This work activity is designed to provide technical analysis and TPB staff support for various regional and sub-regional planning studies throughout the year as identified and requested VDOT and/or VDRPT. Work may include but not be limited to technical support for ongoing corridor/subarea studies and initiation of new studies ranging from major new corridor analyses to the development of travel demand forecasts for individual facilities. Staff may also assist VDOT in its work on a system-wide evaluation designed to provide information relating to the effectiveness of ongoing and planned projects and programs aimed at addressing the congestion and mobility challenges in Northern Virginia.

MAJOR PRODUCT

- **Technical analysis and support for Northern Virginia regional and sub-regional planning studies, on-going activity**

TOTAL COST ESTIMATE

\$ TBD

5. Transportation / Land Use Connections Program

MAJOR PRODUCTS

- **TLC Technical Assistance awards, technical reports from contractors, To be completed by June 2022**

TOTAL COST ESTIMATE

\$ TBD

The Transportation / Land Use Connections (TLC) program is an effort to provide technical assistance to local governments in the Washington region to facilitate integrating land use and transportation planning at the community level. Begun as a six-month regional pilot program in January 2007, this project has been very well received. VDOT supplements this regional effort by allocating a portion of its Technical Assistance funds to provide additional TLC technical assistance funding for Virginia jurisdictions.

6. Regional Safety Program

MAJOR PRODUCTS

- **TLC Technical Assistance awards, technical reports from contractors, To be completed by June 2022**

TOTAL COST ESTIMATE

\$ TBD

The Regional Safety Program is an effort to provide short-term consultant services to individual member jurisdictions to assist with planning or preliminary engineering projects that address roadway safety issues. Examples include studies, planning, or design projects that will improve roadway safety and lead to a reduction in fatal and serious crashes on the jurisdiction's roadways. The program was established by TPB in 2020. Virginia Technical Assistance funds provide additional technical assistance funding for the Regional Safety Program.

7. Other Tasks to be Defined

TOTAL COST ESTIMATE **\$ TBD**

This work element is established to respond to requests by VDOT and VDRPT for anticipated technical assistance work tasks that are not yet defined. These work tasks will be performed upon further specific authorization from VDOT and VDRPT in FY 2022.

11.4 REGIONAL TRANSIT TECHNICAL ASSISTANCE

MAJOR PRODUCTS See program-specific products below

TOTAL COST ESTIMATE \$ 377,564

1. Program Development, Data Requests and Miscellaneous Services

MAJOR PRODUCT • Specific scopes of work, on-going activity

TOTAL COST ESTIMATE \$ TBD

This work activity supports staff time spent in developing the scopes for requested work tasks and administering the Regional Transit Technical Assistance work program throughout the year. Work activities include meeting with regional transit agency staff to discuss projects, drafting and finalizing work statements and tasks, creating project accounts when authorized, and reporting progress on projects throughout the year. In addition, this project will provide staff with resources to attend required meetings at regional transit agencies.

2. Tasks to be Defined

TOTAL COST ESTIMATE \$ TBD

This work element is established to respond to requests by regional transit agencies for anticipated technical assistance work tasks that are not yet defined. These work tasks will be performed upon further specific consultation with regional transit agencies in FY 2022.

3. Transportation / Land Use Connections Program

MAJOR PRODUCTS • TLC Technical Assistance awards, technical reports from contractors,
To be completed by June 2022

TOTAL COST ESTIMATE \$ TBD

The Transportation / Land Use Connections (TLC) program is an effort to provide technical assistance to local governments in the Washington region to facilitate integrating land use and transportation planning at the community level. Begun as a six-month regional pilot program in January 2007, this project has been very well received. Regional Transit Technical Assistance funding supplements this regional effort to provide additional TLC technical assistance funding for design projects that would improve bicycle and pedestrian access to high-capacity transit in support of TPB regional transit goals.

Continuous Airport System Planning Program

OVERSIGHT

TPB Aviation Technical Subcommittee

MAJOR PRODUCTS

- Process 2021 Regional Air Passenger Survey, Phase 1
- Ground Access Travel Time Update
- Ground Access Forecast and Ground Access Element Update

TOTAL COST ESTIMATE

\$ 252,700 (Not funded with federal UPWP funding)

The purpose of the CASP program is to provide a regional process that supports the planning, development, and operation of airport and airport-serving facilities in a systematic framework for the Washington-Baltimore Air Systems Planning Region, which includes the region's three major commercial airports: Baltimore-Washington International Thurgood Marshall Airport (BWI), Ronald Reagan Washington National Airport (DCA), and Washington Dulles International Airport (IAD). Oversight of the program is the responsibility of the TPB Aviation Technical Subcommittee. The major elements of the CASP program have now been consolidated into a reoccurring two-year cycle based on available and anticipated FAA funding. The CASP work program elements for the for FY 2022 UPWP cycle are as follows:

Process 2021 Regional Air Passenger Survey – Phase 1

The purpose of the Regional Air Passenger Survey is to collect information about travel patterns and user characteristics of air passengers using the three major commercial airports – Ronald Reagan Washington National Airport, Washington Dulles International Airport, and Baltimore-Washington International Thurgood Marshall Airport – and to help determine airport terminal and groundside needs. Data from the air passenger surveys will provide the basis for analysis of major changes in airport use in the region and planning for future airport improvements. Phase 1 of this project will result in a final survey database for analysis.

Survey design, sample generation and data collection for the 2021 Regional Air Passenger Survey will be jointly funded by the Metropolitan Washington Airports Authority (MWAA) and the Maryland Aviation Administration (MAA) of the Maryland Department of Transportation (MDOT). The processing of the data collected in the 2021 Regional Air Passenger Survey will be carried out in this ACIP project. Specific tasks in Phase 1 of this project are: data entry and editing, geocoding of the survey data to small area transportation analysis zones. The products of Phase 1 will be a final database of the 2020 Air Passenger Survey results and a technical memo summarizing the survey procedures and database production.

Ground Access Travel Time Study Update

A critical and often overlooked component of the region's airport system is the transportation linkage between the airports and the surrounding communities. Travel time, quality of service and costs associated with the ground journey to the airport have been shown to affect the choice of airport and even the decision to travel by air. This study will permit analysis of travel time trends to the three commercial airports, as well as analysis of any new transportation improvements.

The purpose of the Ground Access Travel Time Study Update is threefold: (1) provide current data on travel times and levels of services for highway and transit access to the region's three commercial airports in support of airport access planning activities; (2) analyze changes in peak-period delay and levels of service on principal airport serving roadways and transit facilities; and (3) analyze changes in highway and transit accessibility to airports resulting from recent highway and transit improvements.

Ground Access Forecast and Ground Access Element Update

The update of forecasts of ground access trips to the region's three commercial airports is an important step in the airport systems planning process. This project will use the results of the most recent regional air passenger survey together with the latest available airport terminal area forecasts and land activity forecasts of future growth in the Washington-Baltimore region to update forecasts of ground access trips from local area Aviation Analysis Zones (AAZ) to each of the region's three commercial airports.

As part of this project, the Ground Access Element of the Regional Airport System Plan will be updated using the results of the most recent Regional Air Passenger Surveys and the latest Updated Ground Access Forecasts. Ground access and landside congestion problems are expected to increase in the future. In turn, these ground access problems could adversely impact airport use in the Washington-Baltimore region. This update will provide an analysis of current and forecast ground access problems at Ronald Reagan Washington National, Washington Dulles International, and Baltimore-Washington International airports. This plan element will also integrate airport system ground access and facility planning into the overall regional transportation planning process for the National Capital Region and include recommendations for improving ground access to the region's airports.

IV. PROPOSED FY 2022 STATE TRANSPORTATION AGENCY STATE PLANNING AND RESEARCH PROGRAMS (SPR)

District of Columbia Department of Transportation (DDOT)

The following presents the types of activities that DDOT uses Statewide Planning and Research Program (SPR) funding to implement.

STATE AND REGIONAL PLANNING

Develop and implement the annual State Planning and Research Program (SPR) that describes state planning activities as required under 23 CFR Part 420 Subpart A. Coordinate and manage Long-Range Transportation Planning activities related to Visualize 2045; and provide support to update, amend, modify, and enhance the TPB's Transportation Improvement (TIP) and the District's Statewide Transportation Improvement Program (STIP).

ARTS AND ACTIVATION

Review transportation zoning plans for environmental and transportation policy compliance. Provide oversight and direction for neighborhood planning efforts including development review and public space, and evaluate the impact of travel conditions on the District's multimodal transportation network.

PLANNING

Plan and lead major capital projects to ensure project goals are met to support DDOT's long range objectives. Manage projects from feasibility and conceptual analysis to preliminary design and coordinate the implementation of ongoing transportation planning through the development of joint planning projects.

ACTIVE AND SUSTAINABLE TRANSPORTATION

Promote safe and convenient bicycling, walking, and public transit to reduce the number of motor vehicular injuries and fatalities in crashes; and ensure the safety of motor carrier operations through enforcement, regulations, and improving safety information systems and commercial motor vehicle technologies by increasing safety awareness.

PROJECT DEVELOPMENT AND ENVIRONMENT

Provide environmental oversight for all environmental and project development processes and ensure project compliance with Section 106 that meet National Environmental Policy ACT (NEPA) requirements.

DATA COLLECTION AND ANALYSIS

Maintain citywide roadway condition and asset inventory data base and ensure accurate and timely data is collected to assess pavement conditions. Collect and analyze data in support of the Highway Performance Monitoring System (HPMS). Activities include performing 7-day vehicle classification counts and 3-day traffic volume machine counts on roadway segments and grade-separated ramps that part of DDOT's traffic counting program. A total of approximately 200 traffic counts and 60 ramp counts will be performed city-wide at locations specified by DDOT's HPMS Coordinating Committee. Perform quality control checking of the traffic counts conducted by the contractor and provide technical support to DDOT in preparation of its annual HPMS submittal. This technical support will include processing of the

traffic counts into average annual daily traffic (AADT) volumes, growth factoring of AADT volumes, and preparation of vehicle classification summaries of daily travel activity and preparation of traffic volume metadata.

TRAFFIC SAFETY DATA COLLECTION

Manage the I-295 and New York Avenue Weigh-in-Motion (WIM) site.

METROPOLITAN PLANNING

Describes regional transportation planning and special technical assistance projects proposed to be undertaken July 1, 2020, through June 30, 2021, by COG/TPB staff in cooperation with state and local agencies and WMATA.

PROGRAM FUNDING

The FY 2021 SPR Program funding is under development. The FY 2020 budget is \$3,280,554 (Federal = \$2,624,443.20 and District = \$656,110.80).

Maryland Department of Transportation State Highway Administration (MDOT SHA)

SYSTEMS AND PROGRAMMING

- Preparation and development of the six-year Consolidated Transportation Program (CTP) and preparation of the Annual Statewide Transportation Improvement Program (STIP)
 - Develop the FY 2022-2027 CTP.
 - Coordinate with appropriate state and local planning staffs, MPOs, and state, county, and municipal elected officials.
 - Prepare presentation materials for the Annual CTP Tour consultation with local elected officials.
 - Prepare and submit an annual program for use of available federal funds in accordance with Title 23 U.S.C. and the FAST Act (and/or successor federal authorizing act).
 - Coordinate the STIP with the regional TIPs, CTP, and local jurisdictions' highway improvement programs.
- Regional Planning
 - Coordinate between all levels of federal, state, and local governments to ensure that transportation plans are compatible.
 - Review agency and local programs/plans via the state Clearinghouse process.
 - Coordinate and review county and municipal master plans.
 - Assess transportation impacts of proposed major development projects.
 - Work with the MPOs in modifying and adhering to their planning process.
 - Work with the MPOs in the development of the UPWPs, CLRPs, TIPs, air quality conformity determinations, and management systems.
 - Update the Highway Needs Inventory (HNI).
 - Evaluate long-term highway needs and investment levels for various program categories and sub-categories.
 - Review and provide input on updates to the statewide long-range plan.
 - Develop the 2022 Annual Attainment Report on Transportation System Performance.

TRAFFIC

Traffic Monitoring Program

- Monitor the characteristics of highway traffic.
- Enhance procedures to collect, process, and disseminate traffic data.
- Ensure that the traffic monitoring system meets state needs and the requirements and guidelines set forth by FHWA and AASHTO.
- Study and, as appropriate, implement methods to improve the efficiency and effectiveness of traffic monitoring through statistical analysis.
- Improve the monitoring of traffic on freeways, particularly in urban areas.
- Ensure the collection of traffic volume, classification and weight data on SHRP monitoring sites.

Highway Statistics

- Mileage – Federal-Aid System
 - Develop new Federal Functional Classification and NHS maps and mileage tables for approval and distribution.
 - Update and maintain statistical records summary tables.
- State and Local Highway, Data Collection, Analysis and Distribution
 - Solicit, receive, and process reports from local jurisdictions regarding road improvements, mileage, etc.
 - Collect, update, and maintain data used for the Universe portion of the HPMS submission.
 - Update and maintain the highway information databases to meet on-going state and federal requirements.
 - Provide data used for the update of MDOT SHA’s highway maps.

Highway Performance and Monitoring System (HPMS)

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

Special Studies – Preliminary Studies

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

MDOT State Highway Administration Estimated FY 2022 State Planning & Research Program Elements Supporting the Washington Area Work Program	
ITEM	AMOUNT
Systems & Programming	
CTP	\$ 271,479
Regional Planning	\$ 354,249
Traffic Monitoring Program	\$ 769,056
Highway Statistics	\$ 1,615,124
Highway Performance Monitoring System	\$ 44,454
Special Studies	\$ 332,998
TOTAL	\$ 3,387,360

Virginia Department of Transportation (VDOT)

SPR FUNDS FOR DISTRICT PLANNING ANNUAL ACTIVITIES

Metropolitan Planning Support Activities

This element represents the various activities undertaken by Northern Virginia District Planning and Investment Management staff (with support from the VDOT Central Office staff as needed) in the development and implementation of the various elements/work tasks in the MPO's FY 2020 Unified Planning Work Program (UPWP) and the annual work program of the Metropolitan Washington Air Quality Committee and the regional Climate, Energy, Environment Policy Committee. Planned work items, to be conducted mostly by in-house staff, include:

- The Department's participation in all work activities associated with the work programs of the: (a) Transportation Planning Board (TPB), (b) Metropolitan Washington Air Quality Committee (MWAQC); (c) Climate Energy, Environment Policy Committee (CEEPC); and Multi-Sector Working Group on Greenhouse Gas Emissions.
- Oversight of the TPB/MWCOG activities such as: development/update of the long-range plan, TIP, regional air quality conformity analysis, regional Freight Plan, Congestion Management Program report, Commuter Connections program, and other regional studies undertaken by the MPO (e.g., Household Travel Survey, State of the Commute Survey, Modeling).
- Regional air quality planning related activities undertaken by MWAQC and CEEPC, including: development of PM2.5 Maintenance Plan, Ground-Level Ozone NAAQS Attainment SIP, Clean Air Partners program, voluntary action to help reduce regional greenhouse gases.

Statewide Planning Support Activities

This element of the SPR work program provides for staffing within the Northern Virginia District Planning section to participate in and provide assistance to Transportation and Mobility Planning Division and other sections within the Department and the local agencies in a variety of tasks including:

Corridor and sub-area studies to identify either multi-modal or mode specific improvements to the transportation system addressing specific congestion/mobility challenges in the near-, mid-, or long-term. Examples of such studies currently underway in FY 2020 include: Assist NVTA in evaluation of significant transportation projects pursuant to HB 599; validate NVTA ratings; Fairfax County Parkway corridor Improvements; STARS Program Corridor Improvement studies; Smart Scale performance-based project prioritization and funding process.

Ongoing planning functions supported by SPR funding include:

- Provide inputs and review of the findings and recommendations for the State LRP (VTRANS); assist with development and implementation of the Smart Scale Project Prioritization process;
- Regular and ongoing update of the Statewide Planning System inventory and traffic forecasts;
- Provide a dedicated full time Bicycle and Pedestrian Coordinator;
- Provide input and review of federal functional classification updates; and
- Provide assistance with General Assembly legislative impact statements and studies.

Project Development Support Activities

This element of the SPR work program represents the District Planning section staff working to:

- Prepare and/or review traffic forecasts for project design (LD-104) and environmental documents (Project level conformity analysis for Noise, Air and other pollutants for NEPA documents).
- Conduct and/or assist in the conduct of transportation planning studies initiated by VDOT and/or localities such as Comprehensive Plan updates, Transit Development Plan studies, corridor and sub area studies. etc.
- Participate in the development and/or review of the traffic forecasts for IMR and IJR as developed for/by the VDOT PE and/or L&D sections of the District.
- Review and comment on various Environmental Impact Reports received by the District as part of VDOT's role in Inter-agency consultation process.
- Assist the Transportation and Land Use directors in the review and planning of project activities such as location and design of Park-and-Ride lots.

Local Planning Activities

This element outlines activities undertaken by the District Planning section staff to assist the planning activities at the locality level.

- Locally prepared transportation studies: Participate in discussions on the scope of work for the conduct of Traffic Impact Analysis (TIA) reports by localities in response to proposed Comprehensive Plan/Master Plan amendment/Small Area Plans; review and comment on TIAs and/or CTIAs submitted by the localities to VDOT in part complying with the requirements of VA Code chapter 870.
- Assist in the development of the transportation portion of local comprehensive/master plans as needed.
- Provide transportation technical assistance to localities including in the development of travel demand models; applying travel demand model for project and/or locality planning levels.

SPR FUNDS FOR SPECIAL STUDIES TO BE CONDUCTED BY CONSULTANTS OR ENTITIES OTHER THAN DISTRICT STAFF (LIST EACH STUDY INDIVIDUALLY)

In addition to supporting staff planning activities, SPR funding is used to fund special plans and studies requiring outside consultants. This takes two different forms, depending on the size, complexity and budget of the project.

Major SPR Special Projects: These are projects that require major funding (generally over \$500,000) and time commitments and procurement of consultants. In FY 2018, VDOT has completed the legislatively mandated "HB 599" Project Rating process using SPR funds. There are no current or anticipated Major SPR projects. The rating process has been incorporated into the Northern Virginia Transportation Authority's long-range plan development process. VDOT staff is involved in the new process and in confirming the validity of project ratings, but SPR annual staff funding is used to support VDOT's role.

On-Call Consultant Plans and Studies: VDOT uses SPR funds to support routine planning projects, generally with budgets under \$500,000 and requiring consultants. VDOT procures on-call consultants for 2-year contracts and assigns the appropriate consultant team to work on District-level projects as needed. During FY 2021, on-call consultants funded by SPR are expected to produce the following studies under VDOT's supervision:

- Shreve Road Safety and Operations Study
- Russell Road Interchange Study
- Route 28 Study in Prince William County
- STARS Route 50 Corridor Improvement Study - From Route 120 (Glebe Road) to Route 6622 (Fillmore Street)
- STARS Old Bridge Road/Prince William Co. Pkwy
- STARS Prince William County Pkwy/Minnieville Road
- STARS Route 50 Fairfax County – From Route 2338 (Jaguar Trail) to Route 613 (Wilson Blvd)
- STARS Centerville Road from Fairfax/Prince William County Line to Blooms Quarry Road Operational Improvements Study

V. APPENDIX

Additional Tables

- Table A: Revenue - Detailed FY 2021 TPB Proposed Funding by Federal, State, and Local Sources (July 1, 2020 to June 30, 2021)

Memoranda of Understanding

- Fredericksburg Area Metropolitan Planning Organization (FAMPO)
- Calvert-St. Mary's Metropolitan Planning Organization (C-SMMPO)

Table A: Revenue - Detailed FY 2022 TPB Proposed Funding by Federal, State, and Local Sources (July 1, 2021 to June 30, 2022)

	FTA SECT 5303 80%	State 10%	Local 10%	FHWA PL FUNDS 80%	State 10%	Local 10%	FED CASP (FAA 90%) SPR (FHWA 80%)	LOCAL CASP (10%) SPR (20%)	Totals
DDOT ALLOCATIONS									
NEW FY 2022	\$ 430,403	\$ 53,800	\$ 53,800	\$ 1,924,525	\$ 240,566	\$ 240,566			\$ 2,943,660
PRIOR UNEXPENDED	\$ 63,980	\$ 7,998	\$ 7,998	\$ 267,567	\$ 33,446	\$ 33,446			\$ 414,434
CARRYOVER FY 2021	\$ 90,684	\$ 11,335	\$ 11,335	\$ 388,893	\$ 48,612	\$ 48,612			\$ 599,471
SUBTOTAL - DC	\$ 585,067	\$ 73,133	\$ 73,133	\$ 2,580,985	\$ 322,623	\$ 322,623			\$ 3,957,565
MDOT ALLOCATIONS									
NEW FY 2022	\$ 1,120,595	\$ 140,074	\$ 140,074	\$ 3,194,085	\$ 399,261	\$ 399,261			\$ 5,393,350
PRIOR UNEXPENDED	\$ 126,574	\$ 15,822	\$ 15,822	\$ 376,718	\$ 47,090	\$ 47,090			\$ 629,115
CARRYOVER FY 2021	\$ 256,979	\$ 32,122	\$ 32,122	\$ 688,703	\$ 86,088	\$ 86,088			\$ 1,182,102
SUBTOTAL - MD	\$ 1,504,147	\$ 188,018	\$ 188,018	\$ 4,259,506	\$ 532,438	\$ 532,438			\$ 7,204,567
VDRPT & VDOT ALLOCATIONS									
NEW FY 2021	\$ 928,124	\$ 116,016	\$ 116,016	\$ 2,773,685	\$ 346,711	\$ 346,711			\$ 4,627,261
PRIOR UNEXPENDED	\$ 98,187	\$ 12,273	\$ 12,273	\$ 311,515	\$ 38,939	\$ 38,939			\$ 512,128
CARRYOVER FY 2021	\$ 214,067	\$ 26,758	\$ 26,758	\$ 579,417	\$ 72,427	\$ 72,427			\$ 991,854
SUBTOTAL - VA	\$ 1,240,378	\$ 155,047	\$ 155,047	\$ 3,664,617	\$ 458,077	\$ 458,077			\$ 6,131,243
TOTAL FHWA/FTA FUNDING ALLOCATIONS									
NEW FY 2022	\$ 2,479,122	\$ 309,890	\$ 309,890	\$ 7,892,295	\$ 986,537	\$ 986,537			\$ 12,964,271
PRIOR UNEXPENDED	\$ 288,741	\$ 36,093	\$ 36,093	\$ 955,801	\$ 119,475	\$ 119,475			\$ 1,555,677
CARRYOVER FY 2021	\$ 561,729	\$ 70,216	\$ 70,216	\$ 1,657,013	\$ 207,127	\$ 207,127			\$ 2,773,427
SUB-TOTAL - FHWA-FTA	\$ 3,329,592	\$ 416,199	\$ 416,199	\$ 10,505,108	\$ 1,313,138	\$ 1,313,138			\$ 17,293,375
TOTAL BASIC UPWP	\$ 3,329,592	\$ 416,199	\$ 416,199	\$ 10,505,108	\$ 1,313,138	\$ 1,313,138			\$ 17,293,375
CASP PROGRAM							\$ 227,430	\$ 25,270	\$ 252,700
SPR PROGRAM							\$ 208,000	\$ 52,000	\$ 260,000
GRAND TOTAL UPWP	\$ 3,329,592	\$ 416,199	\$ 416,199	\$ 10,505,108	\$ 1,313,138	\$ 1,313,138	\$ 435,430	\$ 77,270	\$ 17,806,075

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

ARTICLE II- COORDINATION OF PLANNING ACTIVITIES

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

ARTICLE III-TIME FRAME OF THE PROCESS

V. APPENDIX

ARTICLE III-TIME FRAME OF THE PROCESS

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

ARTICLE IV-TERMINATION

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


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

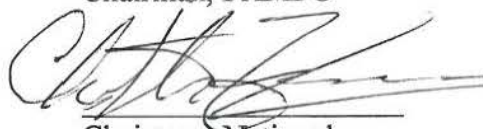
ARTICLE V-AMENDMENTS


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

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


Chairman, FAMPO

WITNESSED BY 
DATE 11-17-2004


Chairman, National
Capitol Region
Transportation Planning Board

WITNESSED BY 
DATE 11-17-2004

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

**RESOLUTION ON AGREEMENT BETWEEN THE NATIONAL CAPITAL REGION TRANSPORTATION
PLANNING BOARD AND THE CALVERT-ST. MARY'S METROPOLITAN PLANNING
ORGANIZATION AND CALVERT COUNTY, MARYLAND**

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

WHEREAS, the TPB's planning area is part of the Washington, DC-MD-VA 8-Hour Ozone Nonattainment area, as shown on the map in Attachment A, and as such, is subject to regional air quality conformity analysis of its Transportation Plans and Transportation Improvement Programs (TIPs); and

WHEREAS, the Washington, DC-MD-VA 8-Hour Ozone Nonattainment area also includes Calvert County, and transportation projects within Calvert County have been included in TPB's regional air quality conformity analysis as appropriate; and

WHEREAS, the Calvert-St. Mary's Metropolitan Planning Organization (C-SMMPO) is the newly officially designated MPO for Southern Maryland, whose planning area includes Calvert County, as shown on the map in Attachment B; and

WHEREAS, under federal surface transportation legislation (23 U.S.C. § 134 and 49 U.S.C. § 5303) related to MPO Consultation in Plan and TIP Coordination for Nonattainment areas, "If more than one metropolitan planning organization has authority within a metropolitan area or an area which is designated as a nonattainment area for ozone or carbon monoxide under the Clean Air Act (42 U.S.C. § 7401 et seq.), each metropolitan planning organization shall consult with the other metropolitan planning organizations designated for such area and the State in the coordination of plans and TIPs" and

WHEREAS, the TPB and the C-SMMPO have agreed to consult with the Maryland Department of Transportation (MDOT) in the coordination of their respective plans and TIPS; and

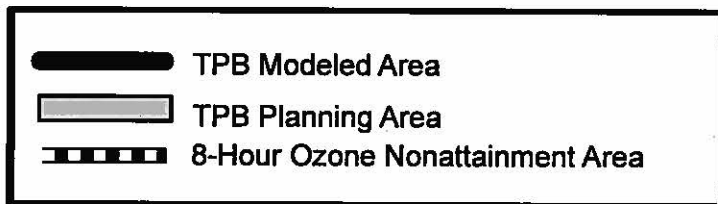
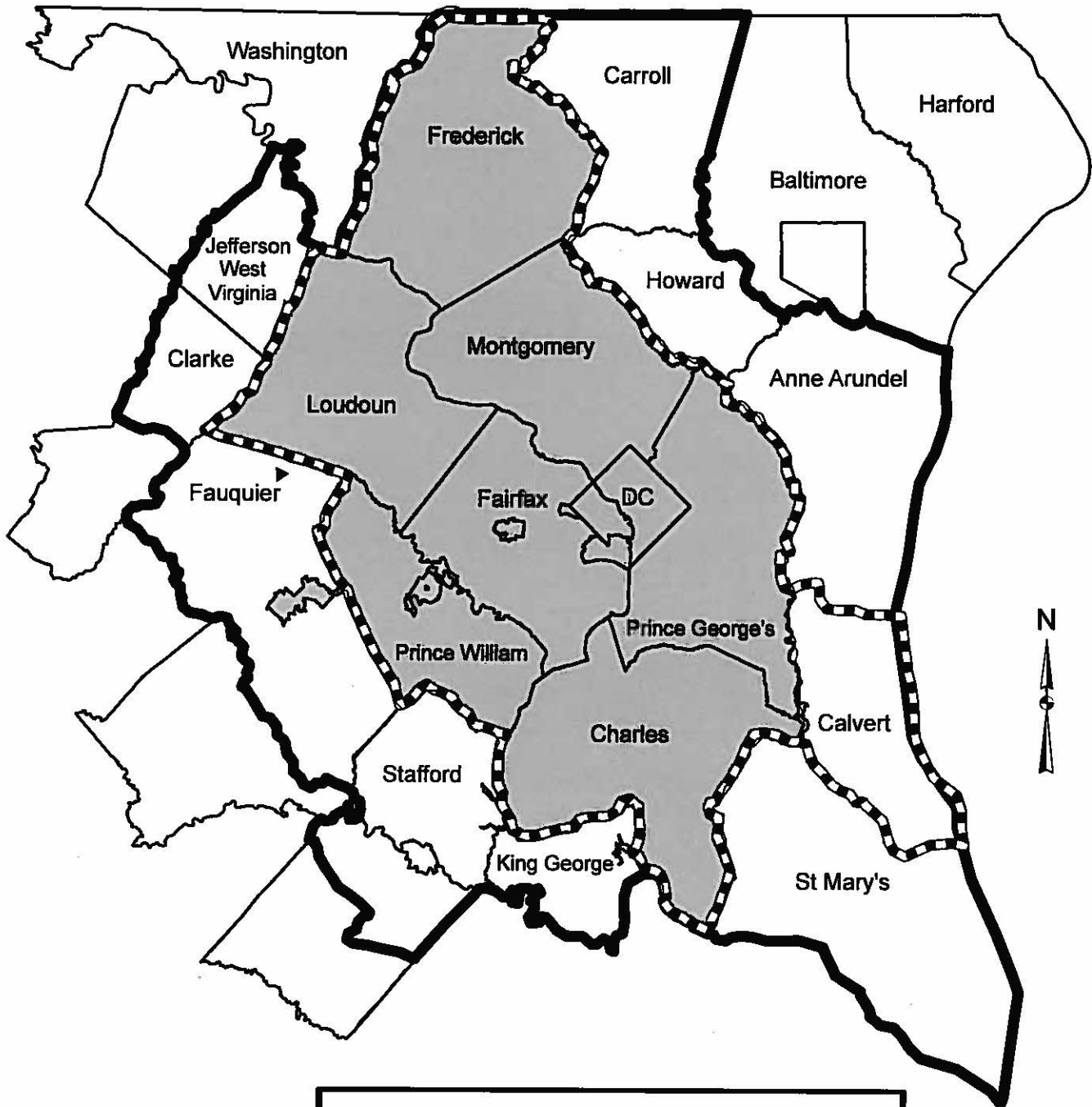
WHEREAS, the TPB, the C-SMMPO, and Calvert County have agreed to a process where C-SMMPO will develop Plans and TIPs to include Calvert County projects, and the TPB will continue to include these Calvert County projects in its regional air quality conformity analysis;

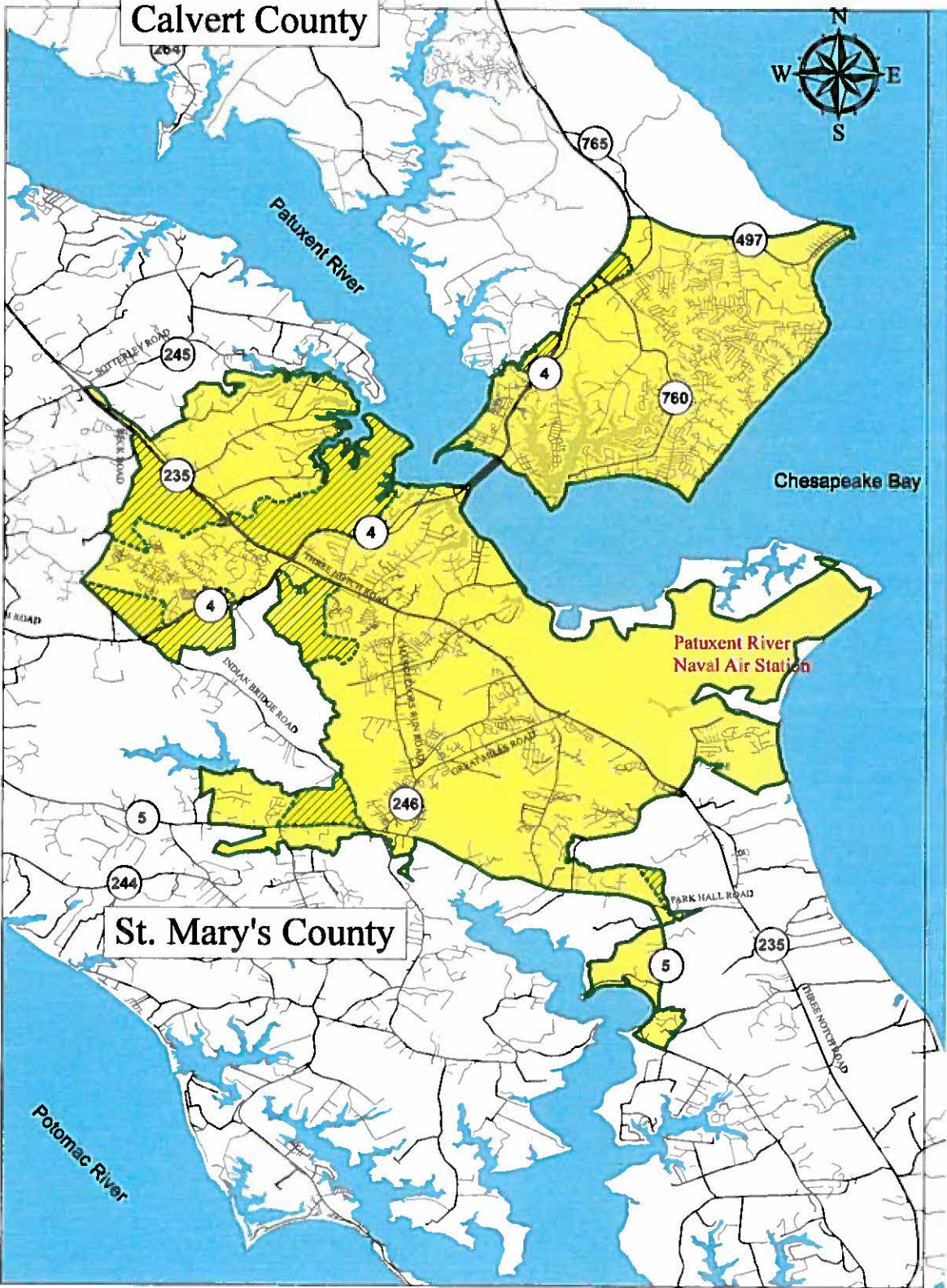
NOW, THEREFORE, BE IT RESOLVED THAT THE NATIONAL CAPITAL REGION TRANSPORTATION PLANNING BOARD approves execution, by its Chairman, of the attached *Agreement between the National Capital Region Transportation Planning Board (TPB) and the Calvert-St. Mary's*

Metropolitan Planning Organization (C-SMMPO) and Calvert County, Maryland on the conformity analysis and determination of transportation plans, programs, and projects in Calvert County, Maryland document to ensure that transportation plans, programs, and projects in Calvert County are assessed for regional air quality conformity as is required in the Clean Air Act Amendments of 1990 (with subsequent amendments).





Adopted by the Transportation Planning Board at its regular meeting on January 20, 2016

ATTACHMENT A
TPB Transportation Planning Area and
Washington, DC-MD-VA 8-Hour Ozone Nonattainment Area





Legend

-  Boundary Line
-  Urbanized Area Boundary Incorporated into Adjusted Urbanized Area
-  Adjusted Urbanized Area
-  Metropolitan Planning Area

**Calvert - St. Mary's
Metropolitan Planning
Organization
Adjusted Urbanized Area
and
Metropolitan Planning Area**



Agreement between the National Capital Region Transportation Planning Board (TPB) and the Calvert-St. Mary's Metropolitan Planning Organization (C-SMMPO) and Calvert County, Maryland on the conformity analysis and determination of transportation plans, programs, and projects in Calvert County, Maryland

Recognizing that Calvert County, Maryland, is a member of the C-SMMPO and is included in the Washington DC-MD-VA 8-hour Ozone Nonattainment area, TPB and C-SMMPO and Calvert County agree upon the following procedures for ensuring that transportation plans, programs, and projects in Calvert County are assessed for regional air quality conformity as is required in the Clean Air Act Amendments of 1990 (with subsequent amendments):

1. Transportation plans, programs, and projects in the C-SMMPO Metropolitan Planning Area (MPA) of Calvert County will be included in the Long Range Transportation Plan and Transportation Improvement Program developed by the C-SMMPO.
2. The C-SMMPO and Calvert County, in consultation with the Maryland Department of Transportation (MDOT), will submit the plan, program, and project inputs for Calvert and for the C-SMMPO MPA to the TPB for inclusion in each update of the TPB's regional air quality conformity analysis and determination for the Washington, DC-MD-VA 8-Hour Ozone Nonattainment area.
3. The timeframe for analysis and coordination will be outlined by the schedule in the TPB's *Call For Projects* document for each cycle.
4. The TPB's *Air Quality Conformity Scope of Work* will provide details regarding the steps taken to ensure compliance with the Federal Transportation Conformity Rule (40 CFR 51 and 93). For example, the TPB will coordinate with Calvert County and the State of Maryland to obtain all necessary analysis inputs and latest planning assumptions (e.g., land activity, vehicle registration data, etc.).
5. Project level conformity analyses will continue to be performed by the State, and assessed through the interagency consultation process, as is currently done for all state projects.
6. Calvert County will be involved in all aspects of the TPB's air quality conformity analysis and determination including its interagency consultation process:
 - Formal involvement for Calvert County on the TPB will be provided through MDOT, and through Calvert County's membership on the

Metropolitan Washington Air Quality Committee (MWAQC) and on the MWAQC Technical Advisory Committee.

- Informal involvement by Calvert County will be provided through participation by representatives of Calvert County in TPB committees and processes concerned with regional air quality conformity, including receipt of all materials and participation in all meetings, discussions, and reviews.

7. The TPB will provide copies of the conformity report to C-SMMPO and Calvert County at the completion of each conformity cycle. As relevant, portions of the TPB conformity report will be included in the C-SMMPO Plan and TIP documentation to demonstrate conformity.

This agreement will remain in effect for the 2008 Ozone National Ambient Air Quality Standards (NAAQS) and all future NAAQS applicable to Calvert County.

Executed by the undersigned this _____ day of _____ 2016:



Tim Lovain, Chair
National Capital Region Transportation
Planning Board



Steven R. Weems, Chairperson
Calvert - St. Mary's Metropolitan
Planning Organization



Evan K. Slaughenhaupt Jr, President
Board of County Commissioners
Calvert County, Maryland

Approved for legal sufficiency

on January 27, 2016 by



County Attorney



Department of Community Planning and Building
INTEROFFICE MEMORANDUM

TO: Board of County Commissioners
VIA: Terry Shannon, County Administrator TLS
VIA: Thomas Barnett, Director of Community Planning and Building
FROM: Patricia Haddon, Principal Planner PH
DATE: January 27, 2016
SUBJECT: Agreement between the National Capital Region Transportation Planning Board and the Calvert-St. Mary's Metropolitan Planning Organization and Calvert County, Maryland on the conformity analysis and determination to transportation plans, programs, and projects in Calvert County, Maryland

Background:

In their letter of July 24, 2015, to Dr. Kwame Arhin, Planning & Program Manager of the Federal Highway Administration, Maryland Division, the Calvert-St. Mary's Metropolitan Planning Organization (C-SMMPO) advised that they were coordinating the required air quality conformity analysis with the MPO for the National Capital Region, Transportation Planning Board (TPB), as Calvert County's portion of the C-SMMPO was within the non-attainment area for the 2008 8-Hour Ozone area within the National Capital Region.

Transportation plans, programs and projects in Calvert County must be included in the conformity analysis and determination carried out by the TPB for the Washington Metropolitan Statistical Area, as per a Proposal for Satisfying Federal Metropolitan Planning Requirements for Charles and Calvert Counties (Attachment A) and TPBs current resolution, adopted in 1993 (Attachment B.)

The TPB resolution (R23-93, Resolution Responding to Governor Schaefer's Letter Concerning the Metropolitan Planning Boundary in Maryland) which includes Calvert county in the TPB's air quality conformity analysis was the result of coordination between the State transportation air agencies and the Federal Highway Administration (FHA) and the Federal Transit Administration (FTA), in response to requirements in the Intermodal Surface Transportation Efficiency Act (ISTEA) of 1991.

Discussion

Since the establishment and inclusion of Calvert County in the C-SMMPO, the TPB staff has initiated discussions with the Maryland Department of Transportation to review and update the 1993 resolution. Updates have resulted in the attached agreement between TPB, the C-SMMPO, and Calvert County to address analysis issues related to inclusion of C-SMMPO and Calvert County transportation plans, projects and programs in TPB's regional air quality conformity analysis. The agreement has been reviewed by the TPB, MDOT, the C-SMMPO, FHA and FTA, and the County Attorney, John Norris. The agreement requires BOCC approval and signature.

Conclusion/Recommendation:

Staff requests the BOCC review and authorize signature of the attached agreement by the President of the County Commissioners, Evan Slaughenhoupt.

Attachments: 3

ATTACHMENT A

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

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

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

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

TPB R23-93
December 16, 1993

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

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

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

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

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

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

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

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

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

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

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

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

TPB R12-2020
March 18, 2020

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

**RESOLUTION TO APPROVE
THE FY 2021 UNIFIED PLANNING WORK PROGRAM (UPWP)**

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 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 Statewide and Metropolitan Transportation Planning rule as published in the May 27, 2016 Federal Register by the Federal Transit Administration (FTA) and the Federal Highway Administration (FHWA) require a Unified Planning Work Program (UPWP) for Transportation Planning; and

WHEREAS, the Unified Planning Work Program is required as a basis and condition for all funding assistance for transportation planning to state, local and regional agencies by the FTA and FHWA; and

WHEREAS, the FY 2020 Unified Planning Work Program for Transportation Planning for the Washington Metropolitan Region was approved by the Transportation Planning Board (TPB) on March 18, 2020; and

WHEREAS, on February 13, 2019, the TPB released the draft FY 2020 UPWP for public comment; and

WHEREAS, the TPB had the opportunity to review the outline and budget on January 22, 2020 and the draft document on February 19, 2020; and

WHEREAS, the TPB Technical Committee reviewed the outline and budget on January 10, 2020 and the draft document on February 7, 2020, and recommended approval by the TPB of the final draft FY 2021 UPWP at its meeting on March 6, 2020; and

WHEREAS, on March 18, 2020, the TPB adopted resolution R11-2020 which identifies certain work activities and budgets for carryover funding from FY 2020 to FY 2021, and these work activities and budgets are incorporated into the final version of the FY 2021 UPWP;

NOW, THEREFORE, BE IT RESOLVED THAT the National Capital Region Transportation Planning Board approves the FY 2021 Unified Planning Work Program for Transportation Planning for the Metropolitan Washington Region.

Adopted by the Transportation Planning Board at its regular meeting on March 18, 2020

ITEM 7 – Information

February 17, 2021

Briefing on the Draft FY 2022 Unified Planning Work Program

Background:

The board will be briefed on the draft Unified Planning Work Program (UPWP) for FY 2022 (July 1, 2021 through June 30, 2022). The UPWP is an annual statement of work identifying the planning priorities and activities to be carried out within a metropolitan planning area and serves as the TPB staff's work scope for the upcoming fiscal year. The board will be asked to approve the FY 2022 UPWP at its March 17 meeting.



MEMORANDUM

TO: National Capital Region Transportation Planning Board
FROM: Lyn Erickson, TPB Plan Development and Coordination Program Director
SUBJECT: Draft FY 2021 Unified Planning Work Program (UPWP) Amendments to Budgets and Work Activities, Including “Carryover” Amounts
DATE: February 11, 2021

The Board will be asked to amend the FY 2021 Unified Planning Work Program (UPWP) at its March 17, 2021 meeting, to remove certain work activities and associated funding amounts and to approve “carrying over” this funding into the draft FY 2022 UPWP. The amendment to remove work activities and funding reflects staff’s determination that the work activities will not be completed in the remaining months of FY 2021 (between now and June 30, 2021). Two independent actions will occur: 1) the FY 2021 UPWP will be amended to remove funding, and 2) this funding will be “carried over” into the FY 2022 UPWP.

This memorandum identifies the revisions to the specific work activities and changes to the budget amounts in the FY 2021 UPWP that are to be “carried over” into the new FY 2022 UPWP. The proposed amendment and “carry over” funding and activities were reviewed by the state funding and oversight agencies: the District Department of Transportation (DDOT), the Maryland Department of Transportation (MDOT) the Virginia Department of Transportation (VDOT), and the Virginia Department of Rail and Public Transportation (DRPT).

SUMMARY OF BUDGET REVISIONS

Staff recommends that the current FY 2021 UPWP be amended to reduce the total budget for the basic UPWP by \$2,773,427 to reflect work activities that are not anticipated to be completed during the remaining part of fiscal year ending June 30, 2021 OR work activities being deferred. Staff recommends this amount and work activities be “carried over” to the FY 2022 UPWP to support continued work on these activities and other activities planned for FY 2022. The proposed FY 2021 UPWP amendment budget amounts and distribution are listed in Tables 1, 2, and 3 which are attached to this memo.

CHANGES TO FY 2021 UPWP ACTIVITIES AND BUDGETS

The \$2,773,427 recommended reduction in budget would be in the core program’s work activity budget and the combined Technical Assistance program budget. These amounts will be carried over to the FY 2022 UPWP core program and Technical Assistance.

The breakdown of the funds within the core program recommended to be carried over is as follows:

1. Task 3 – Planning Elements: Carry over \$250,000. Of the \$250,000, \$100,000 is from the Congestion Management Program, \$100,000 from Systems Performance, Operations, and Technology (SPOT) Planning, and \$50,000 from Freight Planning activities. The FY 2021

funding was provided to support several activities within Planning Elements now recommended to be modified and/or better accomplished in FY 2022, including the following:

- The \$100,000 being carried over from the Congestion Management Process activity was intended for the development of jurisdictional and/or corridor-based congestion profiles. This activity is recommended to be deferred on account of the disruption in the travel patterns on account of the COVID-19 pandemic. This funding will be applied in FY 2022 toward the TPB's new Regional Roadway Safety Program.
 - The \$100,000 being carried over from SPOT planning activity is being deferred to FY 2022. \$50,000 of this funding will be applied in FY 2022 toward the TPB's new Regional Roadway Safety Program; and \$50,000 will be for an activity related to Connected/Automated Vehicles (CAV) technology activities. A number of webinars held in FY 2021 will inform the next set of CAV activities in FY 2022.
 - The \$50K being carried over from the regional Freight Planning activity will be applied towards an enhanced update to the Freight Plan, information from which will be incorporated into the 2022 update to Visualize 2045.
2. Task 5 – Travel Forecasting: Carry over \$660,000 in funding budgeted for consultant support services to assist with developing the TPB's next-generation travel demand forecasting model, to be known as the Gen3 Travel Model. This three-year project is scheduled to occur from FY 2020 through FY 2023. \$200,000 will be carried over for a model-development related data purchase that did not occur in FY 2021. Thus, the total amount to be carried over for Travel Forecasting is \$860,000.
 3. Task 6 – Mobile Emissions Planning: Carry over \$25,000 from other miscellaneous direct costs that were not used in FY 2021, but which could be allocated in FY 2022 to help fund the TPB Climate Change Mitigation Study (CCMS) of 2021.
 4. Task 7 – Travel Monitoring and Data Programs: Carry over \$506,000 in funding budgeted for consultant services and data purchases to initiate geographic-focused travel surveys, enhance the travel trends and monitoring program by developing enhanced visualizations, and to acquire big data products following completion of the Big Data evaluation study. The disruption in travel due to the COVID-19 pandemic was determined to be an inopportune time for additional travel surveys and monitoring activities. The ongoing consultant-assisted examination of the MPO's data needs and assessment of available big data is anticipated to be complete by end of FY 2021, and it will provide a road map for data purchases and analyses tasks in the future.
 5. Task 8 – Planning Scenarios and Socioeconomic Forecasting: Carry over \$60,000 in funding budgeted for data purchases and training into various FY 2022 core activities. A consultant contract will be completed in FY 2021 to build organizational awareness and staff training in scenario planning. The cost, if any, of future planning scenario tools that may be acquired is not yet known. Resources will be identified in other program areas to support this acquisition if it is necessary.

6. Task 11 – Technical Assistance: The Technical Assistance program provides funding to the three state Departments of Transportation (DOT) and the region’s public transportation agencies to assist in planning studies and travel monitoring activities that support regional planning. Staff and the DOTs have identified a total amount of \$1.072 million to be carried over. This carry over is largely due to budget underruns and insufficient time during the remaining fiscal year to initiate and complete any new activity. The breakdown of the funds within the Technical Assistance program recommended to be carried over is as follows:
- The District of Columbia’s budget will carry over \$222,996 with \$30,000 earmarked for the Regional Safety Program (RSP) and the rest (\$192,966) toward the various core FY 2022 activities.
 - The Maryland Technical Assistance budget will carry over \$477,804 with \$35,000 earmarked for the RSP and the rest (\$442,804) toward the various core FY 2022 activities.
 - The Virginia Technical Assistance budget will carry over \$179,997 with \$35,000 earmarked for the RSP and the rest (\$144,997) toward the various core FY 2022 activities.
 - The Regional Public Transportation Assistance budget will carry over \$191,630 with \$135,000 earmarked for the Transit Within Reach technical assistance grant program and the rest (\$56,630) to develop a regional High-Capacity Transit station map graphic.

TABLE 1
REVENUE ESTIMATES FOR FY 2021 UPWP AMENDED - DRAFT

	FTA SECT 5303 80% FED & 20% STA/ LOC	FHWA PL FUNDS 80% FED & 20% STA/ LOC	FAA Grants 90% / 10% Fed / Loc (CASP)	TOTALS
DDOT - ALLOCATIONS				
NEW FY 2021 ¹	\$538,004	\$2,405,656	-	\$2,943,660
<i>Amended</i>	<i>\$424,649</i>	<i>\$1,919,540</i>		<i>\$2,344,189</i>
PRIOR UNEXPENDED ²	\$84,842	\$392,674	-	\$477,516
FY 2020 CARRYOVER	\$129,624	\$428,605	-	\$558,229
SUBTOTAL - D.C	\$752,470	\$3,226,935	-	\$3,979,405
MDOT - ALLOCATIONS	\$639,115	\$2,740,818		3,379,934
NEW FY 2021	\$1,475,348	\$4,039,011	-	\$5,514,359
<i>Amended</i>	<i>\$1,154,124</i>	<i>\$3,178,133</i>		<i>\$4,332,257</i>
PRIOR UNEXPENDED ²	\$260,929	\$765,798	-	\$1,026,727
FY 2020 CARRYOVER	\$396,068	\$909,870	-	\$1,305,938
SUBTOTAL - MD	\$2,132,344	\$5,714,680	-	\$7,847,024
VDRPT & VDOT - ALLOCATIONS	\$1,811,121	\$4,853,801		6,664,922
NEW FY 2021	\$1,263,817	\$3,467,106	-	\$4,730,923
<i>Amended</i>	<i>\$996,234</i>	<i>\$2,742,835</i>		<i>\$3,739,069</i>
PRIOR UNEXPENDED ²	\$213,790	\$643,600	-	\$857,390
FY 2020 CARRYOVER	\$298,664	\$697,149	-	\$995,812
SUBTOTAL - VA	\$1,776,271	\$4,807,855	-	\$6,584,125
TOTAL FHWA/FTA ALLOCATIONS	\$1,508,687	\$4,083,583		5,592,271
SUB-TOTAL NEW FY 2021	\$3,277,169	\$9,911,773	-	\$13,188,942
<i>Amended</i>	<i>\$2,575,007</i>	<i>\$7,840,508</i>		<i>\$10,415,515</i>
SUB-TOTAL PRIOR UNEXPENDED	\$559,561	\$1,809,509	-	\$2,361,633
SUB-TOTAL FY 2020 CARRYOVER	\$824,355	\$2,035,624	-	\$2,859,979
TOTAL BASIC UPWP	\$4,661,085	\$13,756,906	-	\$18,410,554
<i>Amended</i>	<i>\$3,958,924</i>	<i>\$11,685,640</i>		<i>\$15,637,127</i>
Continuous Air System Planning (CASP)		-	\$475,000	\$475,000
GRAND TOTAL UPWP	\$4,661,085	\$13,756,906	\$475,000	\$18,885,554
<i>Amended</i>	<i>\$3,958,924</i>	<i>\$11,685,640</i>		<i>\$16,112,127</i>
Jurisdictional Breakdown of FY 2021 UPWP Carryover Amounts				
	FTA	FHWA		TOTAL
DDOT - ALLOCATIONS	\$113,355	\$486,116		599,471
MDOT - ALLOCATIONS	\$321,223	\$860,878		1,182,102
VDRPT & VDOT - ALLOCATIONS	\$267,583	\$724,271		991,854
	702,161	2,071,266		2,773,427

TABLE 2
EXPENDITURE ESTIMATES FOR FY 2021 UPWP AMENDED - DRAFT

WORK ACTIVITY	FY 2021 TOTAL COST ESTIMATE	Carryover Estimate	FY 2021 TOTAL Amended
CORE PROGRAMS			
1. Long-Range Transportation Planning	\$1,085,010	\$0	\$1,085,010
2. Transportation Improvement Program	\$438,484	\$0	\$438,484
3. Planning Elements	\$2,952,916	\$250,000	\$2,702,916
4. Public Participation	\$1,018,896	\$0	\$1,018,896
5. Travel Forecasting	\$3,846,492	\$860,000	\$2,986,492
6. Mobile Emissions Planning	\$1,835,592	\$25,000	\$1,810,592
7. Travel Monitoring And Data Programs	\$2,164,395	\$506,000	\$1,658,395
8. Planning Scenarios And Socio Economic Forecasting	\$1,530,943	\$60,000	\$1,470,943
9. Mobility And Enhancement Programs	\$624,452	\$0	\$624,452
10. TPB Support and Management	\$858,370	\$0	\$858,370
Sub-total: Core Program	\$16,355,551	\$1,701,000	\$14,654,551
TECHNICAL ASSISTANCE			
A. District of Columbia	\$294,366	\$222,996	\$71,370
B. Maryland	\$807,804	\$477,804	\$330,000
C. Virginia	\$578,977	\$179,997	\$398,980
D. WMATA	\$373,856	\$191,630	\$182,226
Sub-total: Technical Assistance Program	\$2,055,003	\$1,072,427	\$982,576
Total - Basic UPWP	\$18,410,554	\$2,773,427	\$15,637,127
AIR SYSTEMS PLANNING			
1. Continuous Airport System Planning (CASP) 1	\$475,000	\$0	\$475,000
GRAND TOTAL UPWP	\$18,885,554	\$2,773,427	\$16,112,127

TABLE 3 TPB FY 2021 UPWP BUDGET BY WORK PROGRAM ACTIVITY AND EXPENDITURE CATEGORY - AMENDED DRAFT

February 5, 2021

TPB-Tech.

UPWP - Work Activity	COG Labor Cost		Total COG Staff	COG Labor Fringe Cost	Supplemental Labor		Total Labor & Fringe Cost	Total Indirect Cost	Direct Costs (Implementation)			Total Prgrm. Implmntn. Direct Cost	Grand Total Cost
	DTP Staff	Other Staff			Interns	Temps			Sftwre, Data, PC	Consultant Assistance	Other Costs		
CORE PROGRAMS													
1. Long-Range Transportation Planning	\$406,631	\$0	\$406,631	\$102,837	\$0	\$0	\$509,467	\$303,643	\$5,000	\$260,000	\$6,900	\$271,900	\$1,085,010
2. Transportation Improvement Program	\$133,767	\$0	\$133,767	\$33,830	\$0	\$0	\$167,596	\$99,887	\$170,000	\$0	\$1,000	\$171,000	\$438,484
3. Planning Elements	\$1,018,981	\$31,997	\$1,050,978	\$265,792	\$0	\$0	\$1,316,771	\$784,795	\$12,500	\$802,500	\$36,350	\$851,350	\$2,952,916
										\$552,500		\$601,350	\$2,702,916
4. Public Participation	\$408,524	\$0	\$408,524	\$103,316	\$0	\$0	\$511,840	\$305,057	\$2,000		\$100,000	\$202,000	\$1,018,896
5. Travel Forecasting	\$1,036,439	\$0	\$1,036,439	\$262,115	\$0	\$0	\$1,298,554	\$773,938	\$362,000	\$1,348,000	\$64,000	\$1,774,000	\$3,846,492
										\$488,000		\$914,000	\$2,986,492
6. Mobile Emissions Planning	\$712,106	\$91,339	\$803,446	\$203,191	\$0	\$0	\$1,006,637	\$599,956	\$30,000	\$70,000	\$129,000	\$229,000	\$1,835,592
											\$104,000	\$204,000	\$1,810,592
7. Travel Monitoring And Data Programs	\$647,068	\$0	\$647,068	\$163,643	\$0	\$0	\$810,711	\$483,184	\$386,500	\$450,000	\$34,000	\$870,500	\$2,164,395
									\$153,740	\$176,760		\$364,500	\$1,658,395
8. Planning Scenarios And Socio Economic Forecasting	\$212,159	\$243,147	\$455,306	\$115,147	\$0	\$0	\$570,453	\$339,990	\$350,000	\$215,000	\$55,500	\$620,500	\$1,530,943
									\$290,000			\$560,500	\$1,470,943
9. Mobility And Enhancement Programs	\$108,207	\$44,580	\$152,787	\$38,640	\$35,360	\$0	\$226,787	\$135,165	\$1,000	\$260,000	\$1,500	\$262,500	\$624,452
10. TPB Support and Management	\$296,775	\$0	\$296,775	\$75,054	\$0	\$0	\$371,829	\$221,611	\$3,565	\$44,563	\$216,800	\$264,928	\$858,370
UPWP Core Program Total	\$4,980,656	\$411,064	\$5,391,720	\$1,363,566	\$35,360	\$0	\$6,790,646	\$4,047,226	\$1,322,565	\$3,550,063	\$645,050	\$5,517,678	\$16,355,551
TECHNICAL ASSISTANCE													
A. District of Columbia	\$77,567	\$0	\$77,567	\$19,617	\$0	\$0	\$97,183	\$57,921	\$0	\$139,262	\$0	\$139,262	\$294,366
	\$35,692		\$35,692	\$9,026			\$44,718	\$26,652		\$0		\$0	\$71,370
B. Maryland	\$51,782	\$0	\$51,782	\$13,096	\$0	\$0	\$64,878	\$38,667	\$0	\$175,000	\$529,259	\$704,259	\$807,804
											\$51,455	\$226,455	\$330,000
C. Virginia	\$34,789	\$0	\$34,789	\$8,798	\$0	\$0	\$43,588	\$25,978	\$0	\$150,000	\$359,411	\$509,411	\$578,977
											\$179,414	\$329,414	\$398,980
D. WMATA	\$7,311	\$0	\$7,311	\$1,849	\$0	\$0	\$9,160	\$5,459	\$0	\$38,000	\$321,236	\$359,236	\$373,856
											\$129,606	\$167,606	\$182,226
Technical Assistance Program Total	\$171,449	\$0	\$171,449	\$43,359	\$0	\$0	\$214,809	\$128,026	\$0	\$502,262	\$1,209,907	\$1,712,169	\$2,055,003
												\$723,476	\$982,576
Total Basic Program	\$5,152,105	\$411,064	\$5,563,169	\$1,406,925	\$35,360	\$0	\$7,005,455	\$4,175,252	\$1,322,565	\$4,052,325	\$1,854,957	\$7,229,847	\$18,410,554
												\$4,540,154	\$15,637,127
CONTINUOUS AIRPORT SYSTEM PLANNING	\$172,853	\$0	\$172,853	\$43,715	\$0	\$0	\$216,568	\$129,074	\$0	\$129,358	\$0	\$129,358	\$475,000
GRAND TOTAL	\$5,324,958	\$411,064	\$5,736,022	\$1,450,640	\$35,360	\$0	\$7,222,022	\$4,304,326	\$1,322,565	\$4,181,683	\$1,854,957	\$7,359,205	\$18,885,554
												\$4,669,512	\$16,112,127

THE FY 2022 UNIFIED PLANNING WORK PROGRAM

Lyn Erickson
Plan Development and Coordination Program Director

Transportation Planning Board
February 17, 2021



Presentation Overview

- MPO Revenues and Expenditures
- MPO Focus Areas
 - Staff projects/activities
- Board to approve FY 2022 UPWP on March 17



UPWP Revenues

- FHWA (PL) and FTA (Section 5303); State & Local Match (80% federal; 10% state DOTs; 10% local from COG dues)
- Preliminary revenues: approximately \$17.5 million
- The total FY 2022 revenues: MPO funds and Other funds
 - MPO Funds (\$17M)
 - “New” funds for the fiscal year
 - “Old” funds – unexpended from previous years (obligated to the MPO but not spent)
 - “Carryover” funds - from current year UPWP (FY 2021) (anticipate not being able to spend by June 30, 2021)
 - Other Funds (\$0.51M)
 - Air Systems Planning
 - State Planning & Research



UPWP Expenditures

- Preliminary expenditures: approximately \$17.5 million

Expense Type	UPWP Core Activity	UPWP Technical Assistance	CASP and SPR	TOTAL
Staffing	\$5.688M	\$0.023M	\$0.201M	\$5.912M
Indirect	\$5.631M	\$0.023M	\$0.199M	\$5.853M
Programs/Studies	\$2.714M	\$0.841M	\$0.108M	\$3.663M
Direct	\$1.485M	\$0.662M	\$0.006M	\$2.153M
TOTAL	\$15.518M	\$1.549M	\$0.514M	\$17.581M

Source: FY 2022 Draft UPWP Table 3 (page 27)

Indirect: Overhead for office building/staffing/etc.
Program/Studies: E.g., Core: TLC, RSP, CCMS
 E.g., Technical Assistance: TLC, Transit Within Reach, RSP
Direct: E.g., Core: Data, Software

FY 2022: Visualize 2045 Enhancements

- Visualize 2045 Plan update, approval June 2022
 - Public Outreach:
 - Conduct ‘virtual’ outreach
 - Voices of the Region Story Map
 - Conduct a final public comment period, spring 2022
 - Develop and apply updated performance measures
- Enhanced plan analysis/activities
 - Develop and publish an updated Regional Freight Plan
 - Update the National Capital Trail Network map
 - TPB Climate Change Mitigation Study of 2021
 - Publish Resiliency white paper, conduct coordination activities




FY 2022: Visualize 2045 Enhancements (2)

- Activities addressing emerging topics: Curbside Management, Connected and Automated Vehicles, Micro-mobility
- Develop draft CAV principles for TPB consideration
- Performance Based Planning and Programming (PBPP)
 - Set annual highway safety targets
 - Set regional transit safety targets
- Support final approval of Round 9.2 Cooperative Forecasts
- Adapt Cooperative forecasts for small areas (TAZ)
(for use in regional travel demand forecasting)
- Initial activities of Round 10 Cooperative Forecasts



FY 2022: Multimodal Board Initiatives

- 5310 Program:
 - Enhanced Mobility: project selection \$6.2 million available
 - Human Services Transportation Coordination Plan update
- Administer TLC and TAP programs (including TAFA focus)
- Implement Regional Roadway Safety Program 
- Explore TPB-related recommendations from the regional Bus Transformation Project

FY 2022: Additional Highlights

- Community Leadership Institute
- Travel Monitoring and Data Programs
 - Analyze regional travel behavior and characteristics revealed in travel survey results
 - Develop and maintain dashboard on regional travel trends
 - Conduct travel monitoring updates
 - Provide geospatial data analysis and services
- Travel Forecasting and Mobile Emissions Planning
 - Production-use travel model: Gen2/Ver. 2.4 Travel Model
 - Continue development of Gen3 Travel Model
 - Preparation of mobile emissions inventories and new emissions budgets related to the SIPs to meet the 2015 ozone NAAQS requirements
- Technical Assistance Program



Next Steps

- Finalize “New funds” estimates
- Confirm “Unexpended funds” amounts
- Finalize “Carry over” – projects/funding that won’t be spent in current FY 2021
- Balance the revenues and expenditures
- Finalize document for March 17 Board approval



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National Capital Region
Transportation Planning Board

ITEM 8 – Information

February 17, 2021

Briefing on the Draft FY 2022 Commuter Connections Work Program

Background:

The board will be briefed on the draft Commuter Connections Work Program (CCWP) for FY 2022 (July 1, 2021 through June 30, 2022). The CCWP is an annual statement of work that identifies alternative commute program projects and services designed to help improve traffic congestion and meet regional air quality goals in the non-attainment area. The board will be asked to approve the FY 2022 CCWP at its March 17 meeting.

**FY 2022 WORK PROGRAM FOR THE
COMMUTER CONNECTIONS PROGRAM
FOR THE GREATER WASHINGTON
METROPOLITAN REGION**

D R A F T

February 17, 2021



The preparation of this program document was financially aided through grants from the District Department of Transportation; Maryland Department of Transportation; Virginia Department of Transportation; and the U.S. Department of Transportation.

**FY 2022 WORK PROGRAM FOR THE
COMMUTER CONNECTIONS PROGRAM
FOR THE GREATER WASHINGTON
METROPOLITAN REGION**

February 17, 2021

**NATIONAL CAPITAL REGION TRANSPORTATION PLANNING BOARD
METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS**



The preparation of this program document was financially aided through grants from the District Department of Transportation; Maryland Department of Transportation; Virginia Department of Transportation; and the U.S. Department of Transportation.

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SUMMARY

Program Overview

The Fiscal Year 2022 Commuter Connections Work Program (CCWP) consists of a core program of regional transportation demand management operational activities funded jointly by state and local jurisdictions, plus jurisdictional programs that are conducted at the discretion of individual state funding agencies.

Funding

The regional state funding shares for the program elements are defined using a formula agreed to by the state funding agencies. Funding agencies for the programs listed in this document include the District Department of Transportation, Maryland Department of Transportation, Maryland Transit Administration, and the Virginia Department of Transportation. The Maryland Transit Administration and the Virginia Department of Rail and Public Transportation provide direct funding to their local jurisdictions for transportation demand management activities that support the regional Commuter Connections program. The costs of the jurisdictional activities are allocated directly to the jurisdiction or jurisdictions that choose to conduct them. This ensures that the regional activities upon which all other activities depend on will be conducted regionally, and that the costs are allocated to the participating funding agencies per the agreed upon funding formula. At the same time, considerable flexibility is available to the state funding agencies and other agencies to define and fund discretionary activities that respond to their individual policy and funding priorities. Commuter Connections program services have also been incorporated into larger construction projects such as the Transform 66 Express Lanes construction projects in Northern Virginia.

The FY 2022 Commuter Connections program elements are classified as follows:

REGIONAL PROGRAMS	JURISDICTIONAL PROGRAMS
Commuter Operations Center	Employer Outreach*
Guaranteed Ride Home	GRH Baltimore
Marketing	
Monitoring and Evaluation	

**Includes both a Regional and Jurisdictional Component*

The CCWP was re-structured and streamlined in FY 2006 to clarify and simplify funding responsibilities. The FY 2022 CCWP continues this effort aimed at streamlining the administration and oversight processes for the program. Commuter Connections has expanded incrementally since its inception in 1974 as the Commuter Club, with different program elements having different jurisdictional participation and funding shares. As the program became more complex, it became increasingly difficult to track how much each state funding agency was participating in and paying for each program element. Therefore, a funding formula was devised. Table 1 in this document shows the budget and work program expenditures for FY 2022 for each work activity. Table 2 shows the total FY2022 funding shares each of the state funding agencies will be contributing to the program for each of the program elements. Each of the project areas in the work program also show the overall cost estimate as well as associated consultant costs and any substantive direct costs.

Planning Process Requirements

The National Capital Region Transportation Planning Board (TPB) is required by federal regulations to approve a congestion management process which includes travel demand management as part of the metropolitan transportation plan. Commuter Connections constitutes the major travel demand management component of the congestion management process to be approved by the TPB. Initially, Commuter Connections provided transportation emission reduction measure benefits for inclusion in the air quality conformity determination, which was approved by the TPB as part of the annual update of the Long Range Plan and Transportation Improvement Program. However, for the past decade the TPB has not required the use of the program's air quality impacts in the conformity analyses. In addition, Commuter Connections transportation impacts from its various programs may be needed to meet Performance Based Planning and Programming (PBPP) regional targets.

Description of Commuter Connections Committees

The increasing complexity of the program prompted the creation of a working group to provide administrative and programmatic oversight of the core program cost elements. An updated Master Agreement was fully signed in FY 2020 between COG and the state funding agencies for the support of the Commuter Connections TDM program in the Washington metropolitan region. The agreement will continue to be reviewed and updated as needed. COG and the state funding agencies have an established working group; the State TDM (STDM) Work Group, which meets monthly (except for the month of August) and consists of representatives of the state transportation funding agencies in the District of Columbia, Maryland and Virginia. The State TDM Work Group helps to define the program content and budget for each fiscal year and helps to develop a detailed annual Work Program in collaboration with COG/TPB staff and the Commuter Connections Subcommittee. The draft work program is reviewed by program stakeholders and the Commuter Connections Subcommittee. The final Work Program is reviewed by the TPB Technical Committee and approved by the TPB. Program developments and/or significant changes to the CCWP made by the State TDM Work Group will be reviewed with the TPB's Technical Committee and in some cases the TPB's Steering Committee in the event the items or information will be presented to the TPB.

The State TDM Work Group also reviews all RFPs and RFQs as part of the work program and will identify selection committee members for individual contract solicitations. The State TDM Work Group will review and approve all CCWP work products with input from the Commuter Connections Subcommittee. Upon request, COG/TPB staff can provide additional details for projects being implemented under each program area.

As shown in Figure 2, the Commuter Connections Subcommittee will continue to provide overall technical review of the regional program elements in this Work Program and meet every other month. The Subcommittee will also review, provide comments, and endorse reports and other products for release. The Bike To Work Day Steering Committee will meet every other month from September to May to organize the regional Bike To Work Day event. The Car Free Day

Steering Committee will meet every other month from March until September to organize the regional Car Free Day event. The Commuter Connections Ridematching Committee will continue to meet quarterly on technical issues regarding the regional TDM software system. The TDM Evaluation Group will meet as needed to provide direction and review of the regional TDM evaluation project. The Employer Outreach Committee will meet quarterly to review and discuss Employer Outreach efforts. The Regional TDM Marketing Group will also meet quarterly to provide input and coordination of regional TDM advertising and marketing efforts. Oversight for jurisdictional program elements will be provided by the states and agencies that are funding them.

Specialized project work groups will continue to meet as needed to address implementation issues, such as the development of regional TDM marketing campaigns and the Employer Recognition Awards. A Strategic Plan, adopted in November 2007 but updated most recently in January 2020, serves as a framework regarding the roles and responsibilities of the Commuter Connections stakeholders. The Strategic Plan can be accessed at www.commuterconnections.org under the 'About Us' Publications link and includes a mission statement, definition of Commuter Connections, overall program and operating objectives, network responsibilities for each program area that include objectives and acceptable performance levels, a committee structure, sample meeting calendar, and internal and external report deliverables.

Key Elements and Highlights

The key elements and highlights of the FY 2022 Commuter Connections Work Program are summarized as follows:

- The Commuter Operations Center will provide ridematching services to commuters through a central toll-free number “1-800-745-RIDE” and www.commuterconnections.org web site, and support to commuter assistance programs operated by local jurisdiction, transportation management associations, and employer-based commuter assistance programs. Work will also help support a regional Advanced Transportation and Congestion Management Technologies Deployment Program (ATCMTD) grant to expand the incenTrip program.
- Guaranteed Ride Home (GRH) will provide users of alternative commute modes up to four free rides home per year in a taxi or rental car or by Metrorail in the event of an unexpected personal or family emergency or unscheduled overtime.
- Marketing will provide frequent regional promotion of alternative commute options, including; car/vanpooling, teleworking, mass transit, bicycling, walking; and support programs such as Guaranteed Ride Home, the Commuter Connections network ridematching services, incentive programs, and Bike to Work Day. The Marketing program aims to raise awareness of alternative commute options and support the Commuter Connections network in persuading commuters to switch to alternative commute modes from the use of single-occupant vehicles, and persuading commuters currently using alternative commute modes to continue to use those modes. The 'Pool Rewards incentive

program provides a cash incentive to new carpoolers and vanpoolers. The CarpoolNow mobile app will allow for the provision of a cash incentive to drivers who offer dynamic carpool rides to passengers during weekday peak hour commuting periods. The Flextime Rewards program will allow commuters using designated corridors in the region to be notified of unusual traffic delays and receive a cash incentive in exchange for delaying or eliminating their normal commuting trip during weekday peak hour commuting times. Commuter Connections will coordinate the region's Car Free Day event as part of World Car Free Day. The Car Free Day event will encourage commuters and the general population to leave their cars home or to use alternative forms of transportation such as carpools, vanpools, public transit, bicycles, or walking. The incenTrip mobile application will allow commuters to avoid both day-to-day congestion and traffic jams caused by traffic accidents, work zones, special events and adverse weather conditions. App users also earn reward points while receiving recommendations on the best travel mode, departure time and/or route recommendation and can exchange their points for a cash incentive. Work on incenTrip will also be leveraged with an Advanced Transportation and Congestion Management Technologies Deployment Program (ATCMTD) USDOT grant.

- Monitoring and Evaluation includes data collection and analysis activities as well as program tracking and monitoring reports for each program area. The regional TDM Evaluation Framework Methodology document will be updated, the 2022 State of the Commute survey will be conducted, and a Technical Report will be issued. The 2022 GRH Applicant survey will be conducted. Monitoring and evaluation activities are used extensively to determine the program's effectiveness. Evaluation results have been used in the past to make program adjustments; for example, the 'Pool Rewards program was expanded to include vanpools and the budget for the carpool incentive was revised to match demand; the Flextime Rewards program was introduced based on feedback received from the State of the Commute survey; the Telework program was streamlined due to increased participation by the private sector; changes have been made to the Guaranteed Ride Home program guidelines based on participant survey feedback; and target marketing for GRH was re-introduced in the region after it was found that there was a dramatic drop in registrations when the marketing for this measure was streamlined into the mass marketing program.
- Employer Outreach will support outreach and marketing to the region's employers to implement new or expanded employer-based alternative commute modes and incentives such as transit and vanpool benefits, telework, preferential parking for carpools and vanpools, carpool and vanpool formation, flexible work schedules, and bicycling amenities. The outreach program also encourages employees' use of alternative commute modes such as ridesharing, transit, telework, bicycling, and walking. The outreach program also aids employers to hold bicycling seminars for employees, maintaining an up-to-date regional Bicycling Guide, and offering car-sharing and bike-sharing information to lower employers' fleet management costs. Resources will also be provided to employers on the benefits of teleworking and assist them in starting or expanding telework programs.

- GRH Baltimore will provide users of alternative commute modes in the Baltimore metropolitan region and St. Mary’s County up to four free rides home per year in a taxi or rental car in the event of an unexpected personal or family emergency or unscheduled overtime. A GRH Baltimore region and St. Mary’s County Applicant Survey will be conducted in FY 2022. Marketing and advertising activities will continue to be developed and implemented in the Baltimore region.

Figure 1 of this document illustrates that the Commuter Connections service area is much larger than the designated area for workers eligible for the GRH program and larger still for workers who can access the Commuter Connections ridesharing services. The total Commuter Connections service area has approximately 10 million residents.

Program Background

Commuter Connections is a continuing commuter assistance program for the Washington region which encourages commuters to use alternatives to driving alone in a private automobile, including ridesharing, transit, telecommuting, bicycling, and walking. The program has evolved and expanded over the past four plus decades following its inception in 1974 as the Commuter Club. In the mid-1980s, in an effort to better share regional ridesharing information the Commuter Club was expanded into the Ride Finders Network, which included Alexandria, Fairfax County, Montgomery County, Prince William County and the Northern Virginia Transportation Commission. By 1996, after steady growth in both size and strength, the Ride Finders Network became Commuter Connections, the commuter transportation network serving the Washington metropolitan region, encompassing twelve counties, four cities, and eight federal agencies. The Commuter Operations Center component of the current Commuter Connections Program represents the evolution of the earlier Commuter Club and Ride Finders Network programs.

In the mid-1990s, several new elements were added to the Commuter Connections Program as Transportation Emissions Reduction Measures (TERMs) to help meet regional air quality conformity requirements. The TERMS were designed to produce specific reductions in Volatile Organic Compounds (VOCs) and Nitrogen Oxides (NOx) by reducing vehicle trips and vehicle miles of travel associated with commuting. The measures were adopted into the regional Transportation Improvement Program (TIP) by the Transportation Planning Board (TPB) and funded jointly by the District of Columbia, Maryland, and Virginia Departments of Transportation, with some variation in funding shares for the different measures.

<u>Measure</u>	<u>Date Implemented</u>
Commuter Operations Center	1974
Metropolitan Washington	
Telework Resource Center	1996
Integrated Ridesharing	1996
Employer Outreach	1997
Guaranteed Ride Home	1997
Employer Outreach for Bicycling	1998

Mass Marketing of Alternative Commute Options	2003
GRH Baltimore	2010

As the program elements shown above were implemented, their performance was evaluated over time. In FY 2006, the measures were revised to focus resources on the most effective program components. The total daily impacts of the Commuter Connections program were calculated in FY 2020 to be:

	<u>Daily Impacts</u>
VT Reductions:	137,000
VMT Reductions:	2,648,000
NOx Reductions (Tons):	0.5
VOC Reductions (Tons):	0.4
	<u>Annual Impacts</u>
PM 2.5 Reductions (Tons)	8
PM 2.5 Precursor NOx Reductions (Tons)	177
CO2 Reductions (Tons)	258,000

Extensive monitoring and evaluation have been carried out for the Commuter Connections Program over the past two decades, and comprehensive data sets are available for reviewing the performance of individual program elements and identifying areas for both strengthening the performance of the program and streamlining the oversight and management procedures. The Program has been shown through the FY 2018 – 2020 TDM Analysis Report to be a highly cost-effective way to reduce vehicle trips (VT), vehicle miles of travel (VMT), and vehicle emissions associated with commuting. The following overall cost-effectiveness measures for the Commuter Connections Program are based on the results of the FY 2018 – 2020 TDM Analysis Report that was released on November 17, 2020:

	<u>Daily Impacts</u>
Cost per VT reduced:	\$0.18
Cost per VMT reduced:	\$0.01
Cost per ton of NOx reduced:	\$48,000
Cost per ton of VOC reduced:	\$63,000
	<u>Annual Impacts</u>
Cost Per ton of PM 2.5 Reduced	\$712,000
Cost per ton of PM 2.5 Precursor NOx Reduced	\$ 36,000
Cost per ton of CO2 Reduced	\$ 24

The Regional TDM programs offer other benefits to residents and commuters of the Washington metropolitan region, in societal objectives such as greater mobility, improved health/safety, and enhanced livability/quality of life. One benefit area that is particularly increasing in importance is transportation system performance, as new performance measurement requirements are established by the region. In the FY2018 – FY2020 regional TDM program evaluation analysis,

estimates of regional cost savings generated for selected societal benefits of the Commuter Connections travel and emissions impacts include:

- Air pollution/emissions reductions (reductions in NO_x, VOC, PM 2.5 pollutants)
- Global climate change mitigation (reduction in Greenhouse gases / CO₂)
- Reduction in congestion (reduced hours of peak period travel delay)
- Reduction in fuel consumption (gasoline cost saving)
- Improved health/safety (accidents reduced per 1 million VMT)
- Noise pollution reduction (reduced motor vehicle noise)

The analysis showed that program impacts generate about \$686,000 of daily cost savings across the societal benefits included in the calculation. The largest share of the cost saving is in reduction of excess fuel used; this benefit is valued at over \$401,500 per day, or about 59% of the total daily benefits. Reduction in hours of travel delay accounts for about 21% of the total daily benefit (\$142,913). Noise pollution reduction generates about 9% and the air pollution/Greenhouse gas reduction combined benefits and road safety accident reduction benefits each are responsible for about 6% of the total cost saving.

The Commuter Connections Program is generally regarded as among the most effective commuter assistance programs in the nation in terms of reductions effected in vehicle trips and vehicle miles of travel. Existing data collected on Commuter Connections program performance has been used to refine and enhance the program and to streamline procedures for program oversight and administration.

Figure 1: Geographic Areas Serviced by Commuter Connections

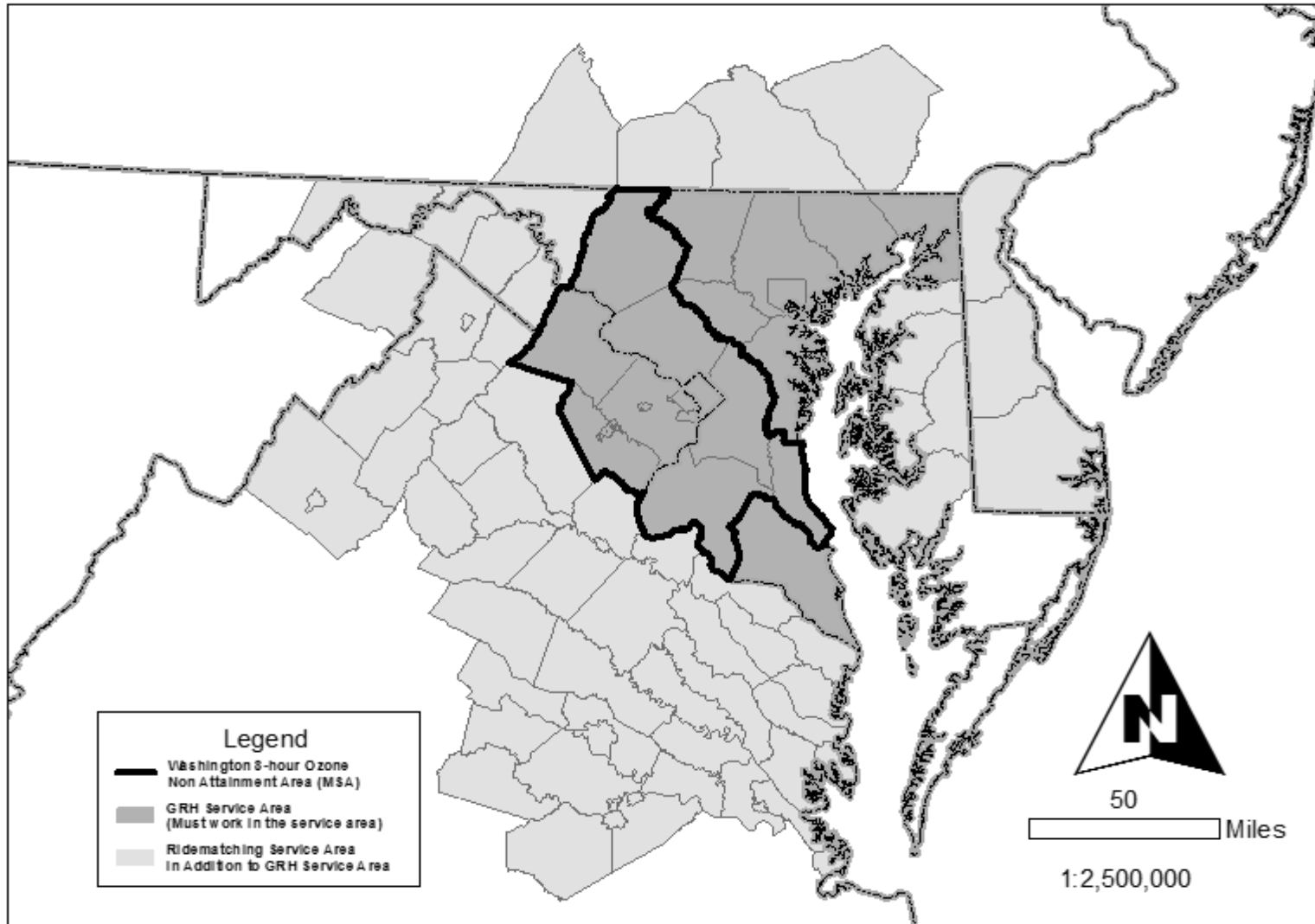
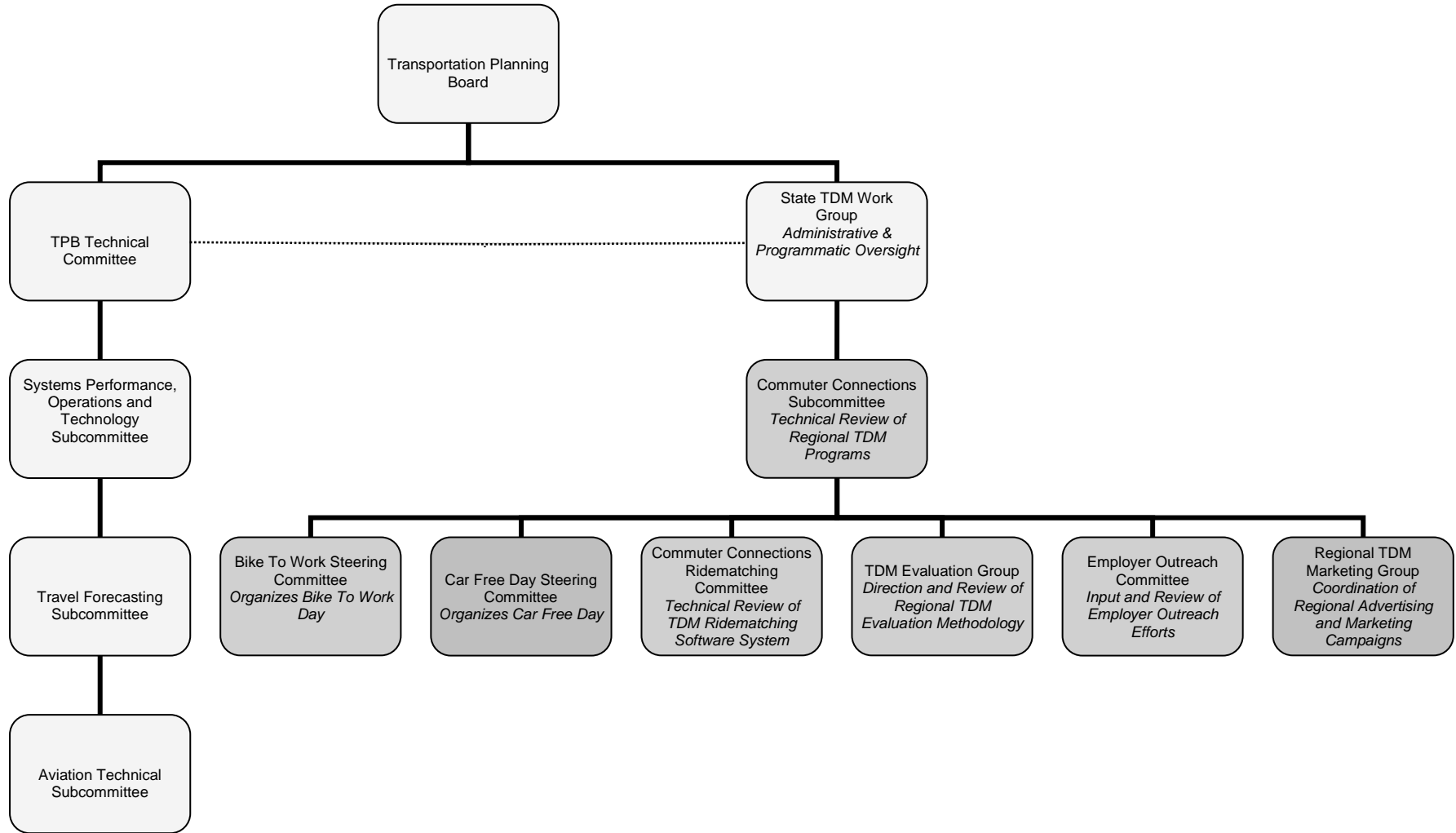


FIGURE 2: COMMUTER CONNECTIONS STRUCTURE



**Table 1
FY 2022 COMMUTER CONNECTIONS BUDGET AND WORK PROGRAM EXPENDITURES**

WORK ACTIVITY	DIRECT LABOR EXPENSE				INDIRECT	NON-LABOR DIRECT EXPENSE			TOTAL
	SALARIES (includes Leave)	FRINGE BENEFITS 24.40%	INTERNS	OTHER STAFFING	MGMT & ADMIN 59.96%	DATA & PC COSTS	CONTRACT SERVICS	OTHER	
Commuter Operations Center	227,343	55,472	-	-	169,576	107,684	95,000	26,725	681,799
Guaranteed Ride Home	195,132	47,612	-	-	145,549	6,741	195,000	327,128	917,163
Marketing	352,856	86,097	6,120	-	266,865	4,175	749,000	1,988,992	3,454,105
Monitoring and Evaluation	172,406	42,067	-	-	128,598	5,145	518,500	39,659	906,375
Employer Outreach	86,785	21,175	-	-	64,733	13,150	-	613,808	799,651
GRH Baltimore	28,992	7,074	-	-	21,625	-	62,250	100,059	220,000
TOTAL	1,063,513	259,497	6,120	-	796,946	136,895	1,619,750	3,096,371	6,979,092

**Table 2
 COMMUTER CONNECTIONS FISCAL YEAR 2022 BUDGET
 BY STATE FUNDING AGENCY AND PROGRAM ELEMENT**

FUNDS SOURCE	Commuter Operations Center	Guaranteed Ride Home (GRH)	Marketing	Monitoring & Evaluation	Employer Outreach*	GRH Baltimore	TOTALS
District of Columbia (DDOT)	\$73,172	\$107,308	\$401,205	\$106,046	\$22,172	\$0	\$709,903
State of Maryland (MDOT)	\$280,804	\$411,806	\$1,539,668	\$406,962	\$694,011	\$170,000	\$3,503,251
State of Maryland (MTA)	\$0	\$0	\$0	\$0	\$0	\$50,000	\$50,000
Commonwealth of Virginia	\$271,423	\$398,049	\$1,513,231	\$393,367	\$83,468	\$0	\$2,659,538
Other**	\$56,400						\$56,400
TOTAL	\$681,799	\$917,163	\$3,454,104	\$906,375	\$799,651	\$220,000	\$6,979,092

* Virginia and the District of Columbia have allocated \$1,416,126 pending available funds to local jurisdictions and contractors to implement the TERM. DDOT has allocated \$304,892, VDOT has allocated \$711,234, and VDRPT has allocated \$400,000.

**Software User Fees - \$56,400

Detailed Task Descriptions and Cost Estimates for the FY 2022 Commuter Connections Work Program

I. COMMUTER OPERATIONS CENTER

The Commuter Operations Center has been in existence since 1974 and provides local jurisdictions, Transportation Management Associations (TMAs), and federal government agencies a centralized database for commuting information. As part of the overall program, COG/TPB staff provides the following services:

- Ridematching coordination, training and technical assistance to local agencies;
- transportation information services to the general public;
- maintenance of the regional commuter database system hardware and software programming code and related mobile applications; and
- data updates to the software system.

The program is comprised of the four project areas listed below. The total annual budget for the Commuter Operations Center regional program is \$681,799.

A. RIDEMATCHING COORDINATION, TECHNICAL ASSISTANCE AND ADMINISTRATIVE SUPPORT

Each month, COG receives several hundred applications for ridematching information. Nearly 100% of these applications are received through the Commuter Connections web site. COG/TPB staff reviews and processes all applications received through its web site. Matchlists for carpool and vanpool information are sent daily by email or mail (depending on the applicant's preference). Each local Commuter Connections network member has access to the regional TDM on-line system and is notified through a customized queue when a commuter application has been entered through the Commuter Connections web site from a commuter living in that network member's jurisdiction or in some cases, depending on the network member, it may be a commuter working in their service area. The queue serves as notification that the network member staff should take ownership of the record and follow up with the commuter to provide additional assistance, as needed. Applications received at COG through the mail are forwarded to the network member serving the applicant's home jurisdiction or work jurisdiction for entry into the rideshare database.

The following local jurisdictions, transportation agencies, transportation management associations, and federal government agencies deliver ridematching and commuter assistance services through the Commuter Connections network to their residents and/or workers:

District of Columbia	Maryland	Virginia
COG/TPB	Anne Arundel County	City of Alexandria
	Baltimore City	Arlington County-COG/TPB

District of Columbia	Maryland	Virginia
	Baltimore Metropolitan Council	Department of Defense
	Bethesda Transportation Solutions	Dulles Area Transportation Association
	Food and Drug Administration	Fairfax County
	Frederick County	George Washington Regional Commission
	Harford County	Loudoun County
	Howard County	Northern Neck Planning District Commission
	Maryland Transit Administration	Northern Shenandoah Regional Valley Commission
	Montgomery County	Potomac and Rappahannock Regional Commission
	National Institutes of Health	Rappahannock – Rapidan Regional Commission
	North Bethesda Transportation Center	
	Prince George's County	
	Tri-County Council for Southern Maryland	

COG/TPB staff administers ridematching services on behalf of the District of Columbia and Arlington County. The local jurisdiction commuter assistance programs listed in Maryland and Virginia receive separate grants from the Maryland Transit Administration and the Virginia Department of Rail and Public Transportation to provide local services and to help support regional TDM program activities.

During FY 2022, COG/TPB staff will continue to provide technical support and training to Commuter Connections network member agencies for the regional Commuter Connections TDM software system. In addition, staff will be providing administrative support for the Advanced Transportation and Congestion Management Technologies Deployment Program (ATCMTD) Federal Highway Administration (FHWA) grant to expand the incenTrip program in the DMV mega region. Staff will continue to review and distribute ridematching applications received from employers and the general public. Matchlist and renewal notice generation and distribution services will also be provided through COG. COG/TPB staff will produce network member technical assistance reports from the Commuter Connections TDM system, and provide staff support and coordination to the Commuter Connections State TDM Work Group, the Commuter Connections Subcommittee, the Commuter Connections Ridematching Committee, and to the Federal ETC Advisory Group. Staff will monitor current events and regional trends to determine whether TDM-oriented work groups need to be

organized and facilitated. COG/TPB staff will also fulfill daily network member data requests. Federal Agency Employee Transportation Coordinator training will be coordinated and, in some instances, given by COG/TPB staff. Staff will also produce an annual Commuter Connections Work Program for FY 2023. The CCWP Master Agreement between COG and the state funding agencies will continue to be reviewed and updated as needed.

COG/TPB staff will also continue work to expand the regional SchoolPool program so that more schools, safe routes to school coordinators and jurisdictions use the service, maintain the special events ridematching software module, and monitor the trip tracking software module and the use of the Commuter Challenge module.

Cost Estimate: \$196,386

Products: Database documentation of specific technical actions implemented. *(COG/TPB staff)*

Documentation of Subcommittee and Ridematching Committee meetings. *(COG/TPB staff)*

Documentation of daily technical client member support given through COG's Help Desk. *(COG/TPB staff)*

Daily matchlist generation and distribution. *(COG/TPB staff)*

TDM Web Based System Training Manual updates, as needed. *(COG/TPB staff)*

Monthly commuter renewal notices as part of the purge process. *(COG/TPB staff)*

Review and update existing Emergency Management Continuity of Operations Plan for Commuter Connections program services. *(COG/TPB staff)*

Transportation Demand Management Resources Directory update twice yearly. *(COG/TPB staff)*

Federal ETC Web site updates. *(COG/TPB staff)*

FY 2023 Commuter Connections Work Program. *(COG/TPB staff)*

Services: Software client Member Help Desk technical support. *(COG/TPB staff)*

Software and customer service training, as needed.
(COG/TPB staff)

Federal agency ETC training and support to the
Federal ETC Advisory Group. *(COG/TPB staff)*

Staff the Commuter Connections Subcommittee,
Ridematching Committee, and STDM Work Group, as
well as any other specially formed work groups
(COG/TPB Staff)

Work with state funding agencies to review and
update CCWP Master Agreement *(COG/TPB staff in
conjunction with State Funding Agencies)*

Schedule: July 1, 2021 - June 30, 2022

Oversight: Ridematching Committee

- Communicate Technical Support Issues
- Share knowledge and experience on “Hot Topic” Issues
- Provide input and feedback on Software Technical Policies (i.e. purge process, Help Desk)
- Provide requests for software training

Commuter Connections Subcommittee

- Provide input and comments to FY 2023 CCWP
- Provide input and feedback on all programs and projects in CCWP

STDM Work Group

- Provide input and comments to FY 2023 CCWP
- Provide input, feedback and approval on all programs and projects in CCWP
- Review and provides updates, if needed, to CCWP Master Agreement

B. TRANSPORTATION INFORMATION SERVICES

COG has provided transportation information services for nearly 50 years in the

Washington metropolitan region. The Commuter Operations Center provides basic carpool/vanpool, park-and-ride lot, transit, telecommuting, bicycling, and walking information. Specialized transportation information is also provided in support of Bike to Work Day, Car Free Day, Air Quality Action Days, CarpoolNow, Flextime Rewards, incenTrip, SchoolPool, and Special Events as well as other regional commuter service programs.

COG staffs the regional commute information telephone number 1-800-745-RIDE. Calls received at COG are transferred to the local Commuter Connections network member site (based on jurisdiction of residence or in some cases work location of the caller) where applicable. COG/TPB staff provides transportation information services to those commuters who cannot be assigned to a client member site, including residents of the District of Columbia and Arlington County, Virginia. COG receives several hundred calls per week through the 800 number. COG staff also responds to daily requests and questions received by email.

During FY 2022, COG/TPB staff will continue to provide traveler information on alternatives to driving alone to the general public by telephone, web site, electronically, and through printed information. Staff will also provide information on Commuter Connections' incentive programs such as CarpoolNow, Flextime Rewards, and incenTrip. The incenTrip program information will also be provided to commuters in the DMV mega region which includes Baltimore, MD and Richmond, VA through the ATCMTD grant project. Staff will continue processing applications from the general public and/or from Commuter Connections network members who request the service on a permanent or temporary basis based on information requests received. COG/TPB staff will answer the regional "800" telephone line, TDD line, and respond to e-mails on information requests from the Commuter Connections TDM system web service.

Cost Estimate: \$95,603

Products: Provide commuter traveler information on alternatives to driving alone to the general public through the Web site, electronically, or through printed information. *(COG/TPB staff)*

Services: Provide commuter traveler information on alternatives to driving alone to the general public by telephone and email. *(COG/TPB staff)*

Process applications from the general public. *(COG/TPB staff)*

Answer and respond to commuter calls from the regional "800" Commuter Connections line and COG TDD line. *(COG/TPB staff)*

Respond to commuter e-mails from the Commuter Connections TDM web service. (COG/TPB staff)

Provide general public customer service. (COG/TPB staff)

Schedule: July 1, 2021 - June 30, 2022

Oversight: Ridematching Committee

- Provide input and feedback to information services policies and procedures.

C. TRANSPORTATION INFORMATION SOFTWARE, HARDWARE, AND DATABASE MAINTENANCE

The regional Transportation Demand Management (TDM) software system is provided as a regional database resource with secure online access to nearly 30 commuter assistance programs that include local rideshare agencies, Transportation Management Associations, and federal government agencies. The commuter assistance programs use the TDM software system to service their local commuters' transportation needs for alternative commuting information.

This project includes the daily routine monitoring and maintenance of the TDM software system as well as the hosting of the on-line system through COG's data center as well as all mobile applications. Tasks include: daily backup of the TDM database, maintenance of the TDM Web system servers, contingency management services, Windows support to TDM Oracle database and to virtual web servers, oracle database administration and support, documentation of system and system changes, Storage Area Network (SAN) connectivity and maintenance, and the maintenance and replacement of hardware and software as needed.

This project will also include ongoing software code upgrades to the web-based TDM system and associated mobile applications. Changes made to the software code will be reflected in a responsive web design format in order to be displayed on smart phone devices such as Android and iPhone and tablets. Access to specific system modules will be provided through mobile applications such as Commuter Connections, CarpoolNow, and incenTrip. COG/TPB staff will continue to examine ways in which its existing service applications and programs can be enhanced and streamlined to integrate the gamification and rewards aspects including the incenTrip mobile application. Support will also be provided to the Advanced Transportation and Congestion Management Technologies Deployment (ATCMTD) grant program to expand the incenTrip mobile app software functionality.

Cost Estimate:	\$321,673
Consultant Costs as Part of Estimate:	\$ 95,000

(Maintenance Contracts/Software)

Services: Provide daily routine monitoring and maintenance of the TDM system and database for approximately 30 commuter assistance programs. *(COG/TPB staff)*

Maintain and update TDM system servers, software programming code, mobile applications, and web hosting. *(COG/TPB staff in consultation with contractor).*

Schedule: July 1, 2021- June 30, 2022

Oversight: Ridematching Committee

- Provide input and feedback to TDM system maintenance policies.
- Provide recommendations for TDM Web based system software code upgrades.

D. COMMUTER INFORMATION SYSTEM

The Commuter Information System project provides the TDM system with a GIS based information system that includes transit stop data, telework center locations, park and ride lot locations, carpool pick-up points, and bicycling information as part of the ridematching functionality.

During FY 2022, COG/TPB staff will continue integration activities of new transit, telework/co-working centers, park and ride lots, and bicycle route data into the TDM system server. Staff will also continue to obtain updated transit data primarily via GTFS feed, street centerline information and park-and-ride lot data from local jurisdictions and transit properties and reformat this data as necessary to the proper GIS format for use on the regional TDM system. Updates to the park-and-ride and telework/co-working center datasets for use on the TDM system will continue as will updates to the interactive GIS-based Web site application to include updated local and regional information for 11,000 plus transit, telework/co-working center, park-and-ride lots, and bicycle lanes/paths records. The bicycle routing module will also be maintained and updated to reflect any new and/or expanded bicycle paths and/or trails.

Cost Estimate: \$68,137

Services: Update local and regional information for transit, co-working and telework center locations, park and ride lots, and bicycle route information which will be used in the TDM Web system. *(COG/TPB staff)*

Schedule: July 1, 2021 - June 30, 2022

Oversight:

Ridematching Committee

- Provide input into data source updates for TDM web based system.

II. REGIONAL GUARANTEED RIDE HOME PROGRAM

The regional Guaranteed Ride Home (GRH) program eliminates a major barrier to using transit, carpooling, vanpooling, bicycling or walking to work. Studies have shown that a commuter's fear of being "stranded" at work if they or a family member become ill, or if they must work unexpected overtime, is one of the most compelling reasons commuters do not rideshare or use transit to travel to work. The regional GRH program eliminates this barrier by providing a free ride home in the event of an unexpected personal emergency or unscheduled overtime. The GRH program's free ride home is offered only to commuters that carpool, vanpool, use transit, bicycle, or walk to work at least two days per work week. As a result of the GRH program, some single occupant vehicle drivers will switch to a ridesharing or transit commuting alternative, and current ridesharing and transit users will increase the use of alternative commute modes. The GRH program is an insurance program for those commuters who do not drive alone to their worksite.

The Guaranteed Ride Home program is a regional program and consists of the project area previously outlined in Figure 1. The annual budget for the Guaranteed Ride Home program for the two project components outlined below is \$917,163.

A. GENERAL OPERATIONS AND MAINTENANCE

COG/TPB staff processes all GRH applications received through the Commuter Connections web-based TDM software system or by mail. Using the web based TDM system, COG/TPB staff registers qualifying applicants, produces GRH registration ID cards, and sends ID card and participation guidelines to new registrants. Commuters can obtain information about the GRH program and complete an application on the Commuter Connections Web site, www.commuterconnections.org. Commuters may also call COG's Commuter Connections 800 telephone number, 1-800-745-RIDE, to ask questions about the GRH program and/or request information and an application. The 800 number is equipped with a menu so that callers can choose the menu item that best fits their needs. All GRH questions and requests for information and applications are taken by COG/TPB staff.

COG/TPB staff also mails GRH applications to GRH users who have used the GRH program without formally registering. GRH guidelines permit a commuter to use the GRH service one time as a "one-time exception" before they register. Also, COG/TPB staff mails transit vouchers to GRH users who used transit as part of their GRH trip. All vouchers and invoices from transportation service providers are processed by COG/TPB staff.

In the event the commuter has not supplied an e-mail address, COG/TPB staff mails a re-registration notice to commuters who could not be contacted by telephone. The notice contains an application which the commuter can complete and send to COG to re-register. The commuter can also call Commuter Connections or visit the Commuter Connections web site to re-register.

During FY 2022, staff will assist the Commuter Connections Subcommittee in reviewing the GRH participation guidelines for any recommended changes. These recommendations will be presented to the Commuter Connections Subcommittee for their final review and approval. In the past, recommendations have been made to modify and add participation guidelines to better convey the GRH trip authorization, GRH re-registration, and one-time exception rules and restrictions.

COG/TPB staff will continue to respond to the general public and to GRH applicants for registrations and re-registrations to the program. Registered commuters will be notified when their GRH registration is about to expire. Staff will continue to prepare and send new and re-registration GRH ID cards along with corporate rewards coupons, registration letters, and participation guidelines on a weekly basis. Staff will also continue to monitor and maintain the GRH applicant database and server. COG/TPB staff will continue to update and maintain program participation guidelines.

Cost Estimate: \$275,251

Direct Costs (Telephone, Copies, etc.) as Part of Estimate: \$30,302

Products: GRH new and re-registration ID cards who corporate rewards coupons and registration letters *(COG/TPB staff)*

GRH Program participation guidelines. *(COG/TPB staff)*

Services: Process application requests from the general public for registration and re-registration to the program. *(COG/TPB staff)*

Notify commuters when registration is about to expire. *(COG/TPB staff)*

Monitor and update GRH applicant database. *(COG/TPB staff)*

Schedule: July 1, 2021 - June 30, 2022

Oversight: Commuter Connections Subcommittee

- Provide input and feedback on GRH program participation guidelines and policies.

B. PROCESS TRIP REQUESTS AND PROVIDE TRIPS

GRH transportation service is provided by several taxi companies, a Transportation Network Company (TNC), and a rental car company all under contract with COG as well as Metrorail. Commuters make their GRH trip request through a menu option provided on COG’s Commuter Connections 800 telephone number or through the Commuter Connections web site. The telephone menu option transfers all calls for GRH trips directly to an operations contractor and the email request produces and sends a notification to the contractor. The contractor reviews and assesses the trip request and approves or denies the request based on the GRH Participation Guidelines. The contractor then arranges the approved trips with the appropriate transportation providers. If a trip request is denied, the commuter is offered an arranged trip at their own expense.

During FY 2022, COG/TPB staff will continue management and monitoring of contract services for day-to-day operations services. Day to day operations include confirming ride request eligibility; dispatching rides through the ride service providers; tracking ride requests in the GRH database; and processing invoices for payment for ride service providers, the daily operations contractor and for the general public for transit vouchers.

Customer service training will be provided to all Guaranteed Ride Home call center agents as needed.

Cost Estimate: \$641,912

Consultant/Contractor Costs as Part of Estimate:

<i>(Daily Operations)</i>	<i>\$195,000</i>
<i>(Cab, TNC, and Car Rental Companies)</i>	<i>\$297,406</i>

Services: Process GRH trip requests, approve/deny requests, and arrange rides. *(Daily Operations Contractor)*

Management and monitoring of contract services for day-to-day operations and seven cab, car rental, and TNC ride service providers. This includes processing invoices for payment for contractors and for the general public for transit vouchers. *(COG/TPB staff)*

Customer service training for GRH call center agents. *(COG/TPB Staff and contractor)*

Provide GRH Rides *(Cab, TNC, and Car Rental)*

Companies)

Schedule: July 1, 2021 - June 30, 2022

Oversight: Commuter Connections Subcommittee

- Provide input and feedback on GRH program operations.

III. **MARKETING**

The Marketing program delivers a “brand promise” for Commuter Connections as an umbrella solution for commuters seeking alternative commuting options within the region through regional marketing campaigns and special events and initiatives. The use of media and other forms of communication at high reach and frequency levels are used to communicate the benefits of alternative commute methods to Single Occupant Vehicle (SOV) commuters most likely to shift to non-SOV travel.

Marketing is a regional program and consists of eight project areas listed below. The total annual project cost for the program tasks is \$3,454,104.

A. TDM MARKETING AND ADVERTISING

Regional TDM marketing campaigns aim to encourage both current SOV and non-SOV populations to either start or to continue using alternative transportation modes for commuting. Regional TDM marketing campaigns complement other on-going Commuter Connections program services that have been implemented in the region by increasing their overall efficiency and effectiveness.

Outreach for Commuter Connections regional marketing campaigns may include but are not limited in the use of direct mail to households and employers, radio, television, web site, social media, web banner, bus and rail, and specials event advertisements, and keyword search engine sponsorships. COG/TPB staff and its network members may also participate in promotions at employment sites and special events.

The overall objective of the project will be to continue to brand Commuter Connections and to meet the Mass Marketing and overall Commuter Connections impact goals. A marketing/advertising/public relations contractor will be used to produce and execute the creative, copywriting, and earned media (public relations) plan.

The marketing/advertising/public relations contractor provides expertise to develop the regional marketing campaign. The program builds upon current regional TDM marketing efforts by local, state, and regional agencies to establish a coordinated and continuous year-round marketing effort for regional TDM programs. Campaigns will also include the strategic development of a DMV mega region outreach campaign as part of the

ATCMTD grant to expand the incenTrip program including an earned media strategy. Partnerships between COG and area transit agencies have been established and are maintained to enable the promotion of incentives such as the GRH program to transit riders. COG has also partnered with local jurisdictions to promote various program services through value added media opportunities.

A Marketing Communications Plan and Schedule is issued within the first quarter of the fiscal year that will outline the overall marketing strategy to be used for the marketing campaign. Input on this plan will be provided by the state funding agencies and the Regional TDM Marketing Group members. A Marketing Planning Workgroup will then be formed provide input to the detailed creative development of the regional marketing campaigns.

COG/TPB staff will update and implement a public relations earned media plan and continuously update the SharePoint site for posting marketing and advertising materials for review by the regional Marketing Planning Workgroup members. An outbound email box has also been established at docomments@mwkog.org for communications on reports and other work program products that require feedback by Commuter Connections committee groups. COG/TPB staff will maintain the primary Commuter Connections web site and associated social media sites.

A regional commute alternatives newsletter, *Commuter Connections*, will be published quarterly and distributed to several thousand employers. The focus of the newsletter is on federal, state, regional and local information and/or ideas employers can use to either start, expand or maintain employer-based commute benefit programs. In addition, COG/TPB staff works with the General Services Administration to produce a quarterly Employee Transportation Coordinator (ETC) newsletter insertion into the Commuter Connections newsletter, for distribution to more than 100 Federal ETC's.

COG/TPB staff will continue to maintain and update all Commuter Connections collateral materials and Web based information. The regional Resource Guide and Strategic Marketing Plan will also be updated with input from member agencies.

Cost Estimate: \$2,535,941

Consultant/Contractor Costs as Part of Estimate:

<i>(Advertising and Marketing Contractor)</i>	\$ 535,000
<i>(Media Buy)</i>	\$1,199,723
<i>(Postage/Printing)</i>	\$ 219,220

Products: SharePoint postings for marketing and advertising materials for review by workgroup members and all other Commuter Connections committees. *(COG/TPB staff)*

Earned media plan. *(COG/TPB staff in conjunction*

with consultant)

Quarterly employer newsletter and Federal agency Employee Transportation Coordinator newsletter. *(COG/TPB staff in conjunction with consultant)*

Mass Marketing material updates and re-prints. *(COG/TPB staff in conjunction with consultant)*

Commuter Connections Web Site and social media page updates. *(COG/TPB staff in consultation with consultant as needed)*

Creative materials for regional TDM marketing campaigns. *(COG/TPB staff in conjunction with consultant)*

Bus and rail advertising development and placement. *(COG/TPB staff in conjunction with consultant)*

Special event advertising development and placement. *(COG/TPB staff in conjunction with consultant)*

Marketing Communications Plan and schedule. *(COG/TPB staff in conjunction with consultant)*

2021 Strategic Marketing Plan and Resource Guide. *(COG/TPB staff in conjunction with consultant)*

Services:

Placement of advertisements including, but not limited to: Web site advertisement through banner ads and social media sites, placement of keyword search engine sponsorships, radio, print, and television, and value-added spots, as needed. *(Consultant)*

Placement of advertisements in printed and electronic telephone directories. *(COG/TPB staff)*

Staff the Regional TDM Marketing Group. *(COG/TPB staff)*

Track the effectiveness of advertising campaigns through call volumes, internet and social media hits. *(COG/TPB staff)*

Process media placement invoices. *(COG/TPB staff)*

Monitor and adjust the implementation of regional marketing campaigns. *(COG/TPB staff)*

Attend and participate in commuter promotional events and special events, as needed. *(COG/TPB staff)*

Management and oversight of marketing contract. *(COG/TPB staff)*

Schedule:

July 1, 2021 - June 30, 2022

Marketing Communications Plan and Schedule:
September 2021

2021 Strategic Marketing Plan and Resource Guide:
December 2021

Oversight:

Regional TDM Marketing Group

- Provide input and feedback on marketing plan, collateral materials, and recommendations made by the Marketing Planning Work Group.
- Provide information on current regional TDM marketing efforts by local, state, and regional agencies to establish and coordinate continuous year-round marketing for regional TDM.

B. BIKE TO WORK DAY

A major marketing activity is the annual Bike to Work day event. Participation in this event has grown steadily each year and includes bicyclists from all jurisdictions in the region. This event is co-sponsored by the Washington Area Bicyclists Association (WABA) and is supported by COG/TPB staff, the state funding agencies and local jurisdictions, and individual sponsoring companies and organizations. Some of the costs of the event are off-set by business and interest-group sponsors who receive publicity for their financial support.

Commuter Connections participation in Bike to Work day includes support for the planning and promotion of the event, the maintenance and management of the event

website, and assistance at the various “pit stops” through new pit stop manager training and on the day of the event, development of promotional materials and advertising, and earned media. An “Employer Challenge” is also held which identifies the top five employers with the most registered participants in the event. A drawing is then held with the five employers to select a winner. The winning employers’ registered participants receive a free lunch event sponsored by Commuter Connections.

COG/TPB staff will continue to support and implement a regional Bike To Work Day event and promote the event to employers and commuters. This will be accomplished through management and oversight of the event web site, media placements and marketing coordination activities with the marketing/advertising/public relations contractor.

Cost Estimate: \$195,914

Consultant/Contractor Costs as Part of Estimate:

<i>(Advertising and Marketing Contractor)</i>	\$ 80,000
<i>(Media Buy)</i>	\$ 64,000
<i>(State Funding Agency Sponsorships)</i>	\$ 3,600
<i>(Postage/Printing)</i>	\$ 12,597

Products: Earned media plan. *(COG/TPB staff in conjunction with consultant)*

Creative materials for Bike To Work Day Event which may include, but is not limited to logo update, poster, take-away brochure, transit signage, t-shirts, custom banners for each pit stop, radio ad, writing copy for live radio reads, print ad, internet ads, HTML e-mail blasts, and public service announcements. *(COG/TPB staff in conjunction with consultant)*

Regional Proclamation. *(COG/TPB staff)*

Services: Coordinate regional pit stops and pit stop managers for Bike to Work Day event in May 2022. *(COG/TPB staff)*

Coordination and management of event web site *(COG/TPB staff in conjunction with WABA staff and consultant)*

Bike to Work Day web site and social media page updates *(COG/TPB staff in conjunction with consultant)*

Design and distribute event collateral materials to

employers and the general public. *(COG/TPB staff in conjunction with consultant).*

Placement of advertisements; including, but not limited to: Web site advertisement through social media, banner ads, placement of keyword search engine sponsorships, radio, and print, as needed. Activities include negotiation of value-added media. *(Consultant)*

Solicitation of corporate sponsors. *(COG/TPB staff in conjunction with consultant).*

Media outreach and coordination of interviews. *(COG/TPB staff in conjunction with consultant)*

Coordination of Employer Challenge. *(COG/TPB staff)*

Process media placement invoices. *(COG/TPB staff)*

Management and oversight of marketing contract. *(COG/TPB staff)*

Staff regional Bike To Work Day Steering Committee. *(COG/TPB staff)*

Schedule: July 1, 2021 - June 30, 2022

Oversight: Bike To Work Day Steering Committee

- Provide input and feedback on marketing collateral materials, radio advertisements and event logistics.

C. EMPLOYER RECOGNITION AWARDS

COG/TPB staff will coordinate the annual Commuter Connections Employer Recognition Awards for employers showing commitment towards voluntarily implementing commute alternative programs and telecommuting at their respective worksite(s). COG/TPB staff will also explore additional public relations opportunities for the award-winning agencies to be profiled or highlighted. During FY 2009, a review of the program occurred and recommended changes that were adopted were implemented in FY 2010. An Employer Recognition Awards work group will continue to provide input to the collateral material developed for the awards program.

Coordination activities will include developing and distributing an awards nomination

packet and soliciting nominations from employers through local jurisdictions, Chambers of Commerce and directly from the employers. Staff will also work with the marketing contractor to review and classify the award submissions. A selection committee of objective transportation industry professionals will be recruited for the awards selection committee. The selection committee will be chaired by a member of the TPB.

The marketing contractor will work with COG/TPB staff to validate nomination entries and obtain any clarification needed from nominees. The marketing contractor will facilitate the selection committee process and tally the voting ballots for each nominee. Once the selection committee makes its recommendations, the award winners will be notified. An awards booklet, giveaway, and short video briefs of each of the award winners will be produced for the awards ceremony. The awards ceremony will be held towards the end of the fiscal year. Staff will coordinate all logistics for the event including, but not limited to: securing speakers, writing remarks, securing event venue, and staffing the event. Additionally, COG's Office of Communications along with the marketing contractor will identify media opportunities to highlight the winners.

Cost Estimate:	\$120,961
Consultant/Contractor Costs as Part of Estimate:	
(Advertising and Marketing Contractor)	\$65,000
(Media Buy)	\$ 7,500
(Postage/Printing/Video)	\$24,000

- Products:**
- Awards nomination printed packet and on-line form. *(COG/TPB staff in conjunction with consultant).*
 - Awards invitations *(COG/TPB staff in conjunction with consultant).*
 - Awards Booklet. *(COG/TPB staff in conjunction with consultant).*
 - Award Trophies. *(COG/TPB staff)*
 - Giveaway Item. *(COG/TPB staff in conjunction with consultant).*
 - Video Briefs. *(COG/TPB staff in conjunction with consultant).*
 - Event Photos. *(Consultant)*
 - Print Ad. *(Consultant in conjunction with COG/TPB staff)*

Services: Coordinate placement of program information on the

Commuter Connections website *(COG/TPB staff)*

Coordinate award submissions with local jurisdictions.
(COG/TPB staff)

Coordinate logistics for awards selection committee.
(COG/TPB staff in conjunction with consultant)

Facilitate selection committee meeting *(Consultant)*

Identify and coordinate earned media opportunities.
(COG/TPB staff in conjunction with consultant)

Placement of print ad. *(Consultant)*

Process media placement invoices. *(COG/TPB staff)*

Coordinate event logistics including recruitment of speakers, writing speaker remarks, securing event venue, and staffing the event. *(COG/TPB staff)*

Management and oversight of marketing contract.
(COG/TPB staff)

Schedule: July 1, 2021 - June 30, 2022

Oversight: Commuter Connections Subcommittee

- Provide input and feedback on project and recommendations made by Employer Recognition Awards work group.

D. POOL REWARDS

The purpose of the 'Pool Rewards carpool incentive project is to recruit and retain commuters in a carpool through a cash incentive. Similar programs are in operation in major metropolitan areas such as Los Angeles and Atlanta. Research has shown that commuters who are paid to carpool tend to stay in a carpooling arrangement longer than those carpoolers who are not paid. Commuters who currently take transit or a vanpool to work are eligible to receive \$270 per month under the IRS Qualified Transportation Fringe benefit provisions. Carpoolers are not eligible to participate. Carpool incentive programs have been used in a limited fashion in the Washington metropolitan region during large-scale construction projects such as the Wilson Bridge where the program was named "Bridge Bucks." The program proved to be extremely successful in convincing commuters to use an alternative form of transportation other than driving alone during the construction period.

The 'Pool Rewards program began in FY2011 after results were reviewed from a pilot program conducted in FY2010. After measuring the benefits produced from the carpool financial incentive program, comparisons were made from the expected outcomes to the actual outcomes in terms of auto occupancy and vehicle miles of travel, vehicle trips reduced and emission impacts. A follow-up survey conducted in FY 2011 of the original demonstration project participants showed a 93% carpool retention rate of all participants. A survey of new participants was conducted in FY 2011 and showed that 98% of the program participants planned to carpool after the incentive had ended. A survey of all program participants that had completed the program and were paid was conducted in FY 2014 and results showed a 55% carpool/vanpool retention rate. Pool Rewards participants registered during the FY 2015-2017 and FY2018 – 2020 evaluation periods, were surveyed in FY 2017 and FY 2020 to explore retention in alternative modes. The survey found that 87% of participants were still using an alternative mode and 13% had returned to driving alone to work. These results were used to derive the long-term retention placement factors: 87% continued placement and 13% temporary placement. Continued evaluation will be conducted in order to adjust program guidelines and documentation of program participation from the user's end. Results from the FY 2017 survey along with program participation rates in both the carpool and vanpool incentive programs were used to adjust the program budget.

The current carpool incentive allows each one-time new participating carpooler to earn up to \$130 over a 90-day time frame through a trip-tracking process. In FY 2012 the 'Pool Rewards program was expanded to include vanpools. Newly formed vanpools that originate in either the District of Columbia or in Maryland whose destination is in the Washington DC non-attainment region are eligible to participate. Third-party vanpool providers on contract with COG/TPB provide the vanpool service and each of the 'Pool Rewards eligible vanpools receive an on-going \$200 per month incentive. COG/TPB staff worked with WMATA to develop a monthly mileage reporting system for the Federal Transit Administration's (FTA's) National Transit Database. There will also be continued coordination with Virginia's vanpool incentive program, Vanpool Alliance.

The I-66 Express Lanes project is a public-private partnership between the Virginia Department of Transportation (VDOT), the Department of Rail and Public Transportation (DRPT), and private partner, I-66 Express Mobility Partners, delivering \$3.7 billion of transportation improvements in the I-66 corridor. The Express Lanes are scheduled to open in December 2022. The Commuter Connections 'Pool Rewards program will allow for the formation of new carpools in and around the I-66 corridor outside of the Beltway prior, during, and after the peak construction time of the project. Each participant that joins a new carpool will be eligible for an additional \$100 during a 90-day reporting period which will be funded through VDOT's approved Transform 66 Transportation Management Plan. The additional \$100 for the I-66 Express Lanes project will be above and beyond the current \$130 that is available through the regional 'Pool Rewards program. The purpose of the program is to provide an added incentive for commuters to alter their driving behavior prior, during, and after the project construction period. Marketing and advertising for the I-66 Express Lanes 'Pool Rewards incentive will be separate for this activity.

Those participants receiving payouts from 'Pool Rewards and participate in other

Commuter Connections incentive programs would have the amounts received from 'Pool Rewards included in the \$600 total Commuter Connections incentive amount allowed each calendar year.

In FY 2022, advertising materials will be updated along with on-line advertising to entice additional project participants.

Cost Estimate: \$110,195

Consultant/Incentive Costs as Part of Estimate:

<i>(Advertising and Marketing Contractor)</i>	\$ 6,000
<i>(Media Buy)</i>	\$16,000
<i>('Pool Rewards Incentive Payments)</i>	\$ 5,000 (carpools)
	\$25,000 (Virginia I-66)
	\$30,000 (vanpools)

Products: Marketing materials. *(COG/TPB staff in conjunction with consultant)*

Services: Operation of 'Pool Rewards program which includes registering and verifying participants, monitoring trip logs, supervisor verification, and payments to program participants. *(COG/TPB staff)*

Administer program surveys and obtain supervisor verifications *(COG/TPB staff)*

Media Placements on radio, television, web. Social media, and value-added spots, as needed *(Consultant)*

Process media placement invoices. *(COG/TPB staff)*

Management and oversight of marketing contract. *(COG/TPB staff)*

Report vanpool data to the FTA's National Transit Database *(COG/TPB staff)*

Update program terms and conditions, and participation guidelines as needed *(COG/TPB staff)*

Design and distribute collateral materials for distribution to employers and the general public *(COG/TPB staff)*

Schedule: July 1, 2021 - June 30, 2022

Oversight:

Commuter Connections Subcommittee

- Provide input and feedback on project recommendations for program continuation and/or expansion.

E. CAR-FREE DAY

During FY 2022, COG/TPB staff will coordinate with local jurisdictions to implement the regional Car Free Day campaign that will encourage residents to leave their cars behind or to take alternative forms of transportation such as public transit, carpools, vanpools, telework, bicycling or walking.

Car Free Day was first held in FY 2009. Following the 2019 event, Commuter Connections conducted a brief survey of event registrants to examine their use of car-free and car-lite) travel options during the Car Free Day event and their subsequent continued use of these options for commute travel. The analysis only captured impacts for commuting travel. The survey found that 86% of all respondents had used a car-free or car-lite option for a commute trip on Car Free Day. For 16% of these respondents, the Car Free Day option was a different mode than they usually would have used, and 76% who changed mode would have driven alone or carpooled/vanpooled. Participants had an average commute distance of 14.9 miles one-way. These results were used to calculate the “event day” trip reduction impact.

The survey further indicated that 11% of employed respondents had increased their regular average frequency of car-free/car-lite options, with an average weekly trip reduction of 3.32 trips, equating to a daily trip reduction of 0.66. These factors were applied to the participant population to estimate the on-going Car Free Day impacts which are highlighted in the FY2018 – FY2020 regional TDM Analysis Report.

This event will be held on September 22nd each year in tandem with World Car Free Day. Evaluation results of the project will include participation and transportation and emission impacts which will be used to make improvements to the annual event. A marketing campaign along with public outreach efforts will be developed to coincide with this worldwide celebrated event.

Cost Estimate:	\$113,188
<i>Consultant/Contractor Costs as Part of Estimate:</i>	
<i>(Advertising and Marketing Contractor)</i>	\$ 32,000
<i>(Media Buy)</i>	\$ 45,000
<i>(Postage/Printing)</i>	\$ 19,011

Products: Marketing collateral which can include but is not limited to development and printing of posters, transit signage, bus shelter signage and other related advertising collateral that will need to be printed.

(COG/TPB staff in conjunction with consultant)

Development and production of radio, internet, and social media ads, and text messages, and HTML e-mail blasts. *(COG/TPB staff in conjunction with consultant)*

Earned media plan development and implementation. *(COG/TPB staff in conjunction with consultant)*

Update of website and social media pages. *(COG/TPB staff in conjunction with consultant)*

Services:

Implement regional Car Free Day(s) event on September 22, 2021 and promote event to the general public, employers and to the media. *(COG/TPB staff in conjunction with consultant).*

Media Placements, including the negotiation of value-added placements. *(Consultant)*

Process media placement invoices. *(COG/TPB staff)*

Staff regional Car Free Day Steering Committee. *(COG/TPB staff)*

Management and oversight of marketing contract. *(COG/TPB staff)*

Schedule:

July 1, 2021 - June 30, 2022

Oversight:

Car Free Day Steering Committee

- Provide input and feedback on marketing collateral materials, radio advertisements and event logistics.

F. CARPOOLNOW MOBILE APPLICATION

During FY 2017, COG/TPB staff launched CarpoolNow, a new rideshare mobile application that gives commuters in the Washington metropolitan region the ability to carpool on-demand and in real-time. The app immediately connects users who are offering a ride with those seeking a ride. It also displays routes, estimates pickup times, and confirms pick-up and drop-off locations.

During FY2018, COG coordinated with Howard County, Maryland on a marketing initiative to support the CarpoolNow app. The marketing initiative was used to encourage

commuters to download and use the app and consisted of producing creative materials to be used on traditional and digital media outlets. A driver incentive was also designed, examined and tested. Results from this project were used to expand the marketing of the CarpoolNow mobile app and a \$10 per trip driver incentive to the Washington metropolitan region in FY2019. Drivers receiving the incentive can receive up to \$600 per calendar year. The \$600 total would also be inclusive of any other Commuter Connections incentive program payments.

Cost Estimate:	\$67,014
<i>Consultant/Contractor Costs as Part of Estimate:</i>	
<i>(Advertising and Marketing Contractor)</i>	\$ 6,000
<i>(Media Buy)</i>	\$ 15,000
<i>(Commuter Incentives)</i>	\$ 34,889

Products: Development and production of creative and marketing services including, but not limited to: radio, internet, newsprint, educational video, SEO blog posts, venue, mobile, social media and text ads. *(COG/TPB staff in conjunction with consultant)*

Update of web site and social media pages to reflect promotional activities and incentives. *(COG/TPB staff in conjunction with consultant)*

Services: Promote mobile app to the general public, employers and to the media. *(COG/TPB staff in conjunction with consultant).*

Operation of CarpoolNow driver incentive program which includes registering and verifying participants, monitoring trip logs, supervisor verification, and payments to program participants. *(COG/TPB staff)*

Media placements, including the negotiation of value-added placements. *(Consultant)*

Process media placement invoices. *(COG/TPB staff)*

Management and oversight of marketing contract. *(COG/TPB staff)*

Schedule: July 1, 2021 - June 30, 2022

Oversight: Commuter Connections Subcommittee

- Provide input and feedback on project

recommendations for program continuation and/or expansion.

G. FLEXTIME REWARDS

During FY 2017, COG/TPB staff researched and wrote a Flextime Incentives “White Paper” which was endorsed for release in FY 2018. The White Paper provides speculation on the positive impacts of implementing a flextime incentive program for the Washington D.C. metropolitan region. Research on the subject was examined and flextime impacts within major metropolitan areas of the United States and abroad are examined. This document selects corridors in the Washington D.C. region that may benefit from an incentive program and details the beneficial impacts of implementing a flextime-incentive pilot program.

Based on responses with regards to the likelihood of using a flextime incentive from the 2016 State of the Commute survey, analysis of the region’s top-10 traffic bottlenecks, and to allow for a variety of roadway segments on a regional scale, a pilot program was launched in FY2018 for commuters traveling on the following four corridors:

- The Beltway near the I-270 spur and American Legion Bridge.
- The Beltway between I-95 and MD-193
- I-66 heading eastbound at VA-267
- DC-295 heading southbound at Benning Road.

During FY2017 and FY2018, COG coordinated with the University of Maryland to develop the algorithm using a variety of verification techniques to confirm the legitimacy of a user’s trip. This includes the mandatory use of location services to verify departure and arrival times, as well as verify the route the individual has traveled. This verification helps confirm participants traveling to their registered workplace, particularly for those receiving a cash incentive. It also helps verify that the participant is truly flexing their time and rerouting the trip. Verification techniques used in FY2018 simply included self-reporting by the commuter for inclusion in a monthly or quarterly prize/gift drawings.

Part of the program’s implementation is determining the severity of an incident along a corridor that would require a notification to be sent to registered users. Levels of service during the peak period on all the corridors of interest are already consistently rated “E” – “F” without the presence of an incident. The University of Maryland’s predictive travel model assists in determining which incidents warrant a notification. This model calculates the estimated time of arrival while traveling along corridors in the region and recalculates every time an incident is detected. This will give insight into the severity of an incident that has recently occurred and allow notifications to be pushed appropriately.

Commuters using these four corridors register to participate in the incentive program through an electronic application. In FY2019 it was determined that an \$8 cash incentive would be paid to a commuter each time they received a traffic notification and elected to delay their trip during peak hour travel times in the a.m. and/or the p.m. This cash amount determination was made on previous literature review regarding incentive programs from the Flextime White paper issued by COG/TPB staff. Commuters participating in Flextime Rewards can receive up

to \$600 per calendar year. The \$600 total would also be inclusive of any other Commuter Connections incentive program payments.

The applications received from individuals traveling along select corridors are reviewed and either approved or denied by COG/TPB staff. Careful attention is given during this process to determine eligibility associated with implementing an incentive program of this type. Depending on eligibility requirements, existing Commuter Connections account holders may be able to simply opt in to the program and use the Commuter Connections mobile app to participate in the program.

Given that the pilot project focused on four top bottleneck corridors in the region, it is reasonably expected that 35 flextime notifications would be sent during a typical year involving the selected corridors resulting in the following annual incentive costs; however the costs associated with 35 notifications will be dependent on the number of participating individuals choosing to delay or avoid their trip during peak of the peak hour commuting periods in the a.m.(7 to 8 a.m.) and in the afternoon (5 to 6 p.m.).

The corridors selected for observation were purposely chosen for pilot program implementation in FY2018. Corridors not included as a corridor of interest may still benefit from an incentive program and can still be a candidate for future expansion of the program given overall participation and survey results.

Cost Estimate:	\$107,589
<i>Consultant/Contractor Costs as Part of Estimate:</i>	
<i>(Advertising and Marketing Contractor)</i>	\$ 12,000
<i>(Media Buy)</i>	\$ 15,000
<i>(Commuter Incentives)</i>	\$ 60,332

Products:	Development and production of creative and marketing services including, but not limited to: radio, internet, newsprint, educational video, SEO blog posts, venue, mobile, social media and text ads. <i>(COG/TPB staff in conjunction with consultant)</i>
	Update of web site and social media pages to reflect promotional activities and incentives. <i>(COG/TPB staff in conjunction with consultant)</i>
Services:	Operation of Flextime Rewards program which includes registering and verifying participants, monitoring trip logs, supervisor verification, and payments to program participants. <i>(COG/TPB staff)</i>
	Administer program surveys and obtain supervisor verifications as needed <i>(COG/TPB staff)</i>

Promote Flextime Rewards program to the general public, employers and to the media. *(COG/TPB staff in conjunction with consultant).*

Media Placements, including the negotiation of value-added placements. *(Consultant)*

Process media placement invoices. *(COG/TPB staff)*

Management and oversight of marketing contract. *(COG/TPB staff)*

Schedule:

July 1, 2021 - June 30, 2022

Oversight:

Commuter Connections Subcommittee

- Provide input and feedback on project recommendations for program continuation and/or expansion.

H. INCENTRIP MOBILE APPLICATION

During FY 2019, COG/TPB staff in collaboration with the University of Maryland, soft-launched incenTrip, a new mobile application that gives commuters in the Washington metropolitan region the ability to avoid both day-to-day congestion and traffic jams caused by traffic accidents, work zones, special events and adverse weather conditions. App users also earn reward points while receiving recommendations on the best travel mode, departure time and/or route recommendations. The app was formally launched in August 2019 at a launch event hosted and conducted by the TPB's officer's and UMD senior project leadership.

The app allows users to earn reward points every time a trip is planned through incenTrip and users can take advantage of multimodal travel options, outsmart traffic jams, and invite their friends to join. With a single click, users can exchange their points for an incentive.

By supporting incenTrip and providing incentives to travelers, Commuter Connections can address congestion, reduce energy use, and emissions. The key innovation of incenTrip is the development of personalized and dynamic incentives that vary based on individual preferences and real-time traffic conditions, which significantly improves the cost-effectiveness of traveler incentives. incenTrip performance can be monitored daily via a customized dashboard. The goal of the incenTrip eco-system is to improve multimodal transportation system performance along congested corridors.

During FY2020, COG fully launched the incentive portion of the incenTrip app following its testing period during FY2019. A Commuter Connections work group helped develop the points and awards structure for the app. A marketing initiative accompanied the launch of the incentive to encourage commuters to download and use the app and included the production of creative materials to be used to market the product through traditional and digital media outlets. Marketing of the app to both commuters and employers will continue. Support will also be provided to the Advanced Transportation and Congestion

Management Technologies Deployment (ATCMTD) grant program to expand the incenTrip mobile app functionality and to process the incentive payments and implement marketing campaign activities including a media plan and placement of advertisements.

Cost Estimate:	\$203,302
Consultant/Contractor Costs as Part of Estimate:	
(Advertising and Marketing Contractor)	\$ 13,000
(Media Buy)	\$ 40,000
(Commuter Incentives)	\$125,000

Products: Development and production of creative and marketing services including, but not limited to: radio, internet, newsprint, educational video, SEO blog posts, venue, mobile, social media and text ads. *(COG/TPB staff in conjunction with consultant)*

Update of web site and social media pages to reflect promotional activities and incentives. *(COG/TPB staff in conjunction with consultant)*

Services: Operation of incenTrip rewards program which includes registering and verifying participants, monitoring trip logs, supervisor verification, and payments to program participants. *(COG/TPB staff)*

Promote mobile app to the general public, employers and to the media. *(COG/TPB staff in conjunction with consultant).*

Media Placements, including the negotiation of value-added placements. *(Consultant)*

Process media placement invoices. *(COG/TPB staff)*

Management and oversight of marketing contract. *(COG/TPB staff)*

Schedule: July 1, 2021 - June 30, 2022

Oversight: Commuter Connections Subcommittee

- Provide input and feedback on project recommendations for program continuation and/or expansion.

IV. MONITORING AND EVALUATION

The Monitoring and Evaluation program will provide overall program and individual project results when appropriate for the various projects in the CCWP that will be used to track progress for the regionally adopted Commuter Connections Transportation Demand Management (TDM) program elements that were originally adopted as Transportation Emission Reduction Measures (TERMS). One project will solely focus on those activities directly related to data collection and analysis for the TDM program elements. Data collection and analysis for the Commuter Connections program elements occur over a three-year period. Results from this project will directly impact the FY 2021 – FY 2023 Regional TDM Program Analysis report for Commuter Connections. Cost effectiveness results are also calculated every three years. Impact and cost effectiveness results will also be used by the State TDM Work Group to make any necessary recommendations for changes to the TDM program elements being operated through Commuter Connections.

The second project area will include the ongoing tracking and monitoring activities for each of the CCWP program areas, including the Commuter Operations Center, Guaranteed Ride Home, Employer Outreach, and Marketing. A direct customer satisfaction survey will be performed to gauge the level of satisfaction for Guaranteed Ride Home. Monthly data collection and quarterly progress reports and an annual progress report will also be produced by COG/TPB staff.

The Monitoring and Evaluation program is a regional program and consists of the two project areas outlined below. The total annual project cost for the program tasks is \$906,375.

A. REGIONAL TDM DATA COLLECTION AND ANALYSIS

Data collection analysis for the Commuter Connections TERMS occurs over a three-year period. The current cycle began in fiscal year FY 2021 (July 1, 2021) and will conclude in FY 2023 (June 30, 2023).

During FY 2021, the previous data collection cycle's Regional TDM Program Analysis Report was finalized and published and the Placement Rate Study for the new data collection period was completed. In FY 2022, the Framework Methodology Document will be updated and published, and data collection activities will occur for the 2022 State of the Commute Report and 2022 GRH Applicant Survey. Draft Technical reports will be produced for both data collection activities.

During FY 2023, the final year in the data collection cycle, COG/TPB staff will conduct an evaluation of the regional Employer Outreach database as specified in the FY 2021–2023 TDM Evaluation Framework Methodology Document. An employer telework survey will also be conducted to gauge the effectiveness of assistance provided to employers to start and expand a telework program in Maryland. A Bike To Work Day survey of the FY 2022 program participants will be conducted, and the 2022 State of the Commute Survey Technical Report will be finalized, and a general public report will be prepared for printing. The 2022 Guaranteed Ride Home Applicant Survey Report will

be finalized. The draft FY 2023 TERM Analysis report will also be prepared.

Retention rate surveys will also be conducted for Commuter Connections applicants and Guaranteed Ride Home applicants, but not until FY2026. Results from this survey will be used in the FY2026 data collection cycle.

During FY 2022, COG/TPB staff will work to update the FY 2021–FY 2023 TDM Evaluation Framework Methodology document. The TDM Evaluation Framework Methodology document is used as the “blueprint” in data collection activities for the three- year Commuter Connections TDM Evaluation cycle and provides the methodology used to calculate Commuter Connections program benefits. Updating this document will also provide an opportunity to re-visit program goals for each of the Commuter Connections program elements relevant to recent impact and cost effectiveness data released in the FY 2018-FY2020 Regional TDM Program (TERM) Analysis report.

The 2022 State of the Commute Survey will also be designed and implemented as it is conducted every three years. The purpose of the State of the Commute report is to document trends in commuting behavior, such as commute mode shares and distance traveled, and prevalent attitudes about specific transportation services, such as public transportation, that are available in the region. The State of the Commute Survey is also used to help estimate the congestion, air quality and other societal impacts of Commuter Connections. The survey instrument used for data collection activities will be reviewed and updated accordingly, data collection activities will occur, and a draft Technical Report will be produced. Results from the survey will be used in the FY 2021–2023 Regional TDM Program Analysis report.

COG/TPB staff will also be updating the survey instrument design for the in-depth Guaranteed Ride Home (GRH) Applicant survey. This survey is conducted every three years to assess the mode shift changes of 1,000 GRH program applicants. Data collected will be used to determine transportation and emission impacts of the program in the FY 2021–FY 2023 Regional TDM Program Analysis Report. A draft survey report will be prepared and released by June 2022.

Various presentations on the data collection instruments and reports will be prepared and given to the Commuter Connections TDM Evaluation Group, the Commuter Connections Subcommittee, the TPB Technical Committee, and the TPB, if warranted. The evaluation contractor will also be fulfilling data requests that are received or needed by COG/TPB staff during the course of the fiscal year.

During FY 2022, data collection activities from local sales territories will continue as will the review of employer database records and the classification of employer records into levels of participation.

COG/TPB staff will also provide day to day management and monitoring of evaluation contract services and will report results through monthly data collection activities and quarterly progress reports and an annual progress report.

Cost Estimate: \$647,907
Consultant Costs as Part of Estimate:
(TDM Evaluation Project Consultant) \$488,500

Products: FY 2021- FY 2023 TDM Evaluation Framework Methodology Document. (COG/TPB staff in conjunction with consultant).

 2022 State of the Commute Survey design and data collection activities. (COG/TPB staff in conjunction with consultant).

 2022 State of the Commute Draft Technical Report. (COG/TPB staff in conjunction with consultant).

 2022 GRH In-Depth Applicant Survey and draft report. (COG/TPB staff in conjunction with consultant).

 Review of Employer Database Records and Classification into Levels of Participation in ACT! Database (COG/TPB staff)

Services: Fulfillment of data requests. *(COG TPB Staff)*

 Collect monthly Employer Outreach data from ten local sales territories. *(COG TPB Staff)*

 Employer Site Survey Coordination (COG TPB Staff)

 Management and oversight of TDM Evaluation contract. *(COG/TPB staff)*

Schedule: July 1, 2021 - June 30, 2022

 FY 2021 – FY 2023 TDM Evaluation Framework Methodology Document: December 2021

 2022 State of the Commute Survey Draft Technical Report: June 2022

 2022 In-Depth GRH Applicant Draft Survey Report: June 2022

Oversight: TDM Evaluation Group

- Provide input and feedback on data collection activities, survey

methodology, and draft reports.

B. PROGRAM MONITORING AND TRACKING ACTIVITIES

COG/TPB staff will collect monthly program statistics, produce quarterly progress reports, monthly Executive Summary reports, and produce a FY 2021 annual summary of program statistics of the number and type of commuter traveler requests filled by COG and other client member program sites. Staff will collect and analyze data from the monthly customer satisfaction survey for all GRH program users and produce a customer satisfaction survey report based on the findings. Survey results will be used to change program guidelines and/or policies as needed.

COG/TPB staff will assist local Employer Outreach sales representatives to conduct employer site surveys. A contractor will be used to provide technical assistance for the electronic surveying process and analysis of results, and data entry assistance for those employers using a paper copy of the survey. Survey tabulation and reporting will be provided by COG/TPB staff. Results from the employer database tabulated surveys are used to estimate the participation rates and impacts for employer-based TDM programs reported from the local sales jurisdictions. COG/TPB staff will also maintain and update the archived Employer Commute Survey database.

COG/TPB staff will also monitor monthly progress for local Employer Outreach sales jurisdictions based on their approved Scopes of Work and contract project goals. Local jurisdiction contract performance monitoring for Employer Outreach goals will also be a part of this activity. COG/TPB staff will oversee a regional monitoring and evaluation program for Employer Outreach which includes data collection activities from local employer outreach sales territories. Quarterly Employer Outreach level of effort verification statements will be produced and distributed by COG/TPB staff. An annual detailed snapshot of overall progress will be provided to appropriate state funding agencies for their respective jurisdictions.

Results from local employer telework sales calls and outreach services will be documented in terms of level of effort and progress and shown in quarterly progress reports. Quarterly documentation will also be provided on level of participation and effectiveness and results from sales and outreach activities for employer-based telework programs. Overall monitoring and evaluating employer-based telework programs throughout the region will continue.

Staff will also evaluate effectiveness of advertising campaigns through call volumes, internet hits, and the annual placement rate study. Marketing campaigns will be monitored through lead analysis and detailed campaign summary results. Campaign summary documents will be produced that will outline campaign specifics such as direct mail distribution points (i.e. zip codes), radio stations, internet and social media advertising outlets used, etc. Event summary reports will also be produced for the FY 2021 regional Bike to Work Day and Car Free Day events.

Monthly program statistics will be collected, and quarterly progress reports will be provided for all program areas in the FY 2022 CCWP and an annual progress report for FY 2021 will be produced.

Cost Estimate: \$258,468

Consultant Costs as Part of Estimate:

(Employer Survey Project Consultant) \$ 30,000

Products:

Collect monthly program data and produce quarterly progress reports and monthly Executive Summary reports for the Commuter Operations Center, Guaranteed Ride Home, Employer Outreach, Marketing, Evaluation, and GRH Baltimore programs. *(COG/TPB staff)*

Produce FY 2021 annual progress report. *(COG/TPB staff)*

Collect and analyze data from monthly GRH customer satisfaction survey for FY 2021 program users, and produce a report showing results. *(COG/TPB staff)*

Quarterly Employer Outreach sales contact data and level of effort verification statement *(COG/TPB staff)*

Annual Employer Outreach Snapshot Analysis and Project Recommendations *(COG TPB Staff)*

FY 2021 Bike to Work Day Event Report *(COG/TPB staff)*

FY2021 Car Free Day Event Report *(COG/TPB staff)*

Survey reports to Employer Outreach representatives from Employer Commute Survey results. *(COG/TPB staff)*

1st Half of the Fiscal Year Regional TDM Marketing Campaign Summary and Lead Analysis Document. *(COG/TPB staff in conjunction with consultant)*

2nd Half of the Fiscal Year Regional TDM Marketing Campaign Summary and Lead Analysis Document. *(COG/TPB staff in conjunction with consultant)*

Services:

Updating and Maintaining Employer Commute Survey

archived database. (COG/TPB staff)

Management and oversight of Employer Survey contract. (COG/TPB staff)

Data documentation from monthly Employer Outreach Activity Reports from ten local sales territories. (COG/TPB staff)

Staff the TDM Evaluation Group (COG/TPB staff)

Schedule:

July 1, 2021 - June 30, 2022

FY 2021 Car Free Day Event Report: July 2021

FY 2021 4th Quarterly Progress Report: July 2021

FY 2021 Annual Progress Report: September 2021

FY 2022 1st Quarter Progress Report: October 2021

FY 2021 2nd Half of the Fiscal Year Regional TDM Marketing Campaign Summary Document: December 2021

FY 2022 2nd Quarter Progress Report: January 2022

FY 2021 Bike to Work Day Event Report: January 2022

2021 GRH Customer Satisfaction Survey Report: March 2022

FY 2022 3rd Quarter Progress Report: April 2022

Employer Outreach Snapshot Analysis: May 2022

FY 2022 1st Half of the Fiscal Year Regional TDM Marketing Campaign Summary Document: June 2022

Oversight:

Commuter Connections Subcommittee

- Provide input and feedback on data collection activities for GRH customer satisfaction survey, monthly, quarterly, and annual progress reports.

Regional TDM Marketing Group

- Provide input and feedback on campaign lead analysis reports.

Employer Outreach Committee

- Provide input and feedback on quarterly employer outreach verification statement reports and Employer commute survey process, reports and survey result archives.

V. EMPLOYER OUTREACH

The Employer Outreach program provides and supports outreach efforts in ten jurisdictions located in the region’s MSA. This program contains regional and jurisdictional components. COG/TPB’s Commuter Connections staff provides overall administration and arranges for sales training and support for the jurisdictional components of the program and technical training on the regional sales contact management database. The local jurisdictions provide outreach to employers and work with employers to develop and implement new or expand existing employer-based alternative commute programs.

The following local jurisdictions provide employer outreach services:

District of Columbia
Frederick County
Montgomery County
Tri-County Council for Southern Maryland
Prince George’s County
City of Alexandria
Arlington County
Fairfax County
Loudoun County
Prince William County

Most employers who promote commute alternatives do so for practical reasons associated with the operation of their businesses. But the community as a whole benefits from commute alternatives programs, help reduce traffic congestion, improve air quality and other societal benefits, and support economic development. For this reason, many local governments in the region continue to offer programs that encourage commute options at the employment site. These programs range from marketing efforts and incentive programs conducted through ridesharing programs to “adequate public facilities ordinances” that have trip reduction requirements for affected employers. Additionally, the Virginia Department of Transportation administers funds directly to the local jurisdictions in Northern Virginia to implement the Employer Outreach program and has also allocated funding to the Telework! VA program for employers to either start or expand a telework program. The District Department of Transportation is using the pass-thru dollars for the program to hire a contractor directly.

Results from these activities are reported and analyzed under the regional Monitoring and Evaluation program.

The Commuter Connections program's ongoing goal has been to weave existing local employer and government programs into a coherent, voluntary regional network, and to promote ways in which worksite commute alternatives programs may grow, without imposing burdensome mandates upon employers.

Regional Components of the Employer Outreach Program include:

- 1) Maintaining and updating a web-based regional employer/employee sales contact database to facilitate local efforts and avoid duplication.
- 2) Coordination with WMATA's SmartBenefits program sales staff, and/or their assigned consultant(s) and develop a process through which TPB member jurisdictions work collaboratively with WMATA to undertake a targeted outreach to employers to increase participation in WMATA's SmartBenefits program.
- 3) Review of individual local sales contact databases on a continuing basis to ensure quality control.
- 4) Providing bicycling information to area employers to help and support bicycling to work by their employees.
- 5) Coordinating technical training for the regional sales database on an as needed basis.
- 6) Supporting the Employer Outreach Committee of the Commuter Connections Subcommittee which provides guidance to the program.
- 7) COG/TPB staff support for updating and printing customized sales materials and employer case studies both in hard copy and for inclusion on the Commuter Connections web site.
- 8) Providing coordinated marketing materials for the program including; but not limited to, customized sales portfolios, employer case studies, Alternative Work Schedule, and Emergency Commute Preparedness information.
- 9) Providing customized information on voluntary commuting actions that can be taken by employers and the general public to reduce mobile source emissions, particularly on Air Quality Action days, through the Clean Air Partners program.
- 10) Offering sales training for the sales and service representatives in each of the participating jurisdictions.

The regional components of the program are listed in the two project tasks below. The total annual cost for the regional components of the Employer Outreach program is \$98,409.

Jurisdictional Components of the Employer Outreach Program include:

- 1) Contacting individual employers in each locality, (carried out by the local sales and service representatives) through the regional contact sales database which Commuter Connections maintains and updates.
- 2) Accomplishing local program goals in Maryland jurisdictions via staff, contractors, TMA's, or other entities. A scope of work is submitted to COG to expedite an annual program contract for each locality, and funding is allocated to localities based upon guidance to COG from the state funding agencies.
- 3) COG/TPB support for overseeing pass-thru funding to local sales jurisdictions for the implementation of voluntary transportation demand management strategies at private sector employment sites.
- 4) Providing sales support for the sales and service representatives in DC and Maryland.

The jurisdictional components of the program are outlined in the two project tasks below. The total annual costs for the jurisdictional components of the Employer Outreach program are \$701,242.

Regional Component Project Tasks

A. **REGIONAL EMPLOYER DATABASE MANAGEMENT AND TRAINING**

During FY 2022, COG/TPB staff will continue to maintain and update the hardware and software for the computerized regional employer outreach database and monitor the regional web-based database upgrade installed during FY 2018. In addition, COG/TPB staff will coordinate training and provide technical assistance to local sales jurisdictions upon request.

COG/TPB staff will continue to monitor the process through which TPB member jurisdictions work collaboratively with WMATA to undertake a targeted outreach to employers to increase participation in WMATA's SmartBenefits program.

Cost Estimate: \$83,409

Services: Management and monitoring of Employer Outreach regional database and provision of sales representative database training as needed.
(COG/TPB staff)

Maintenance and update of regional contact management database. *(COG/TPB staff)*

Schedule: July 1, 2021 - June 30, 2022

Oversight:

Employer Outreach Committee

- Provide input and feedback on technical issues regarding the regional Employer Outreach database.

B. EMPLOYER OUTREACH FOR BICYCLING

The Employer Outreach for Bicycling program provides information to area employers to help support and encourage bicycling to work by their employees. This information is included in the Employer Outreach materials provided to employers under the Employer Outreach Program.

Specific activities under the Employer Outreach for Bicycling Program include the update of a guide on biking to work (“Biking to Work in the Washington Area: A Guide for Employers and Employees). WABA’s Web site provides users with 24-hour matching to WABA bike mentors, automating a service that previously consumed considerable staff time, and which was available only during office hours. In FY 2016, a presentation entitled “Walk Wise” was developed to incorporate safe practices for employers to promote both bicycling and walking to the worksite.

COG/TPB staff also provides support and facilitation for other bike-to-work outreach activities including lunch time seminars, association meetings and strategic mailings as needed.

Cost Estimate: \$15,000

Printing as Part of Estimate \$6,305

Products: Regional Bicycling to Work Guide updates.
(COG/TPB staff)

Services: Employer assistance and seminars. *(COG/TPB staff)*

Schedule: July 1, 2021 - June 30, 2022

Oversight:

Employer Outreach Committee

- Provide input and feedback on bicycling issues or outreach activities at employment sites.

Jurisdictional Component Project Tasks

A. MARYLAND LOCAL AGENCY FUNDING AND SUPPORT

Local jurisdictions work with employers to develop and implement new or expand existing employer-based commuter benefit programs such as transit and vanpool benefits, preferential parking for carpools and vanpools, carpool and vanpool formation, and telework and flexible work schedules. Results from these efforts are recorded in the regional employer database.

Maryland jurisdictions will also provide general telework information to the general public, local agencies, and employers. Employer Outreach representatives will also work with employers in Maryland to establish new or expand existing telework programs.

Cost Estimate:	Pass-thru to Local Jurisdictions:	\$483,196
Telework component of pass-thru:		\$81,063

Total Project Budget:	\$564,259
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Services:	New or expanded employer-based TDM programs in Maryland. (<i>local jurisdictions</i>).
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	New or expanded employer telework programs in Maryland. (<i>local jurisdictions</i>).
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Schedule:	July 1, 2021 - June 30, 2022
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B. DC, MARYLAND, AND VIRGINIA PROGRAM ADMINISTRATION

This project task includes the management and monitoring of pass-thru funding by COG/TPB staff to local sales jurisdictions in DC and Maryland for contract compliance. It also includes support to DC and Maryland jurisdictions, consultants, or TMA staff in implementing voluntary transportation demand management strategies at private and/or non-profit sector employment sites. This task involves the review and approval of an annual Scope of Work by COG/TPB staff for each of the Maryland sales jurisdictions and day to day contract management. This task also includes COG/TPB staff support for updating and printing employer specific regional employer-based marketing materials as well as providing training opportunities.

COG/TPB staff will also work to promote policy templates and information for small and mid-size employers to adopt and implement Flextime and Telework programs at their work places as a resource.

Cost Estimate:	\$136,983
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Products:	Electronic and printed updates of customized sales portfolio materials, employer specific regional marketing materials (General Commuter Connections brochure, Alternative Work Schedules brochure, and Emergency Commute Preparedness brochure), telework policy templates and brochure for small and mid-size employers, and case studies for DC, Maryland and Virginia. <i>(COG/TPB staff)</i>
Services:	<p>Sales training offered for sales and service representatives in the region for DC, Maryland and Virginia. <i>(COG/TPB staff/sales training professionals).</i></p> <p>Oversight to local sales jurisdictions in DC and Maryland to implement voluntary transportation demand management strategies at private sector employment sites. <i>(COG/TPB staff)</i></p> <p>Bi-annual sales support conference calls to DC and Maryland jurisdictions. Employer site visits by COG/TPB staff as requested or needed by DC and Maryland jurisdictions. <i>(COG/TPB staff)</i></p> <p>Staff the regional Employer Outreach Committee for DC, Maryland and Virginia. <i>(COG/TPB staff)</i></p>
Schedule:	July 1, 2021 - June 30, 2022
Oversight:	<p>Employer Outreach Committee</p> <ul style="list-style-type: none"> • Provide input and feedback on administrative items such as training, employer-based collateral materials, and case studies.

VI. GUARANTEED RIDE HOME BALTIMORE

A regional Guaranteed Ride Home (GRH) program was implemented in the Baltimore metropolitan region and in St. Mary's County beginning in FY 2011. The GRH Baltimore program helps to eliminate a major barrier to using transit, carpooling, vanpooling, bicycling or walking to work. Studies have shown that a commuter's fear of being "stranded" at work if they or a family member become ill, or if they must work unexpected overtime, is one of the most compelling reasons commuters do not rideshare or use transit to travel to work. The GRH

Baltimore program eliminates this barrier by providing a free ride home in the event of an unexpected personal emergency or unscheduled overtime.

The GRH Baltimore is similar to the Washington metropolitan region's GRH program in offering a free ride home to commuters that carpool, vanpool, use transit, bicycle, or walk to work at least two days per work week. As a result of the GRH program, some single occupant vehicle drivers will switch to a ridesharing or transit commuting alternatives, and current ridesharing and transit users will increase the usage of these alternative commute modes. The program will be able to demonstrate both transportation and emission impacts that could be used as part of the Baltimore region's air quality conformity process. The GRH program is an insurance program for those commuters who do not drive alone to their worksite.

The budget for the Guaranteed Ride Home program includes two projects outlined below, and with a budget of \$220,000.

A. GENERAL OPERATIONS AND MAINTENANCE

Commuter Connections staff at the Metropolitan Washington Council of Governments (COG) will process all GRH applications received by mail and through the Commuter Connections web site. Using the GRH software system, COG registers qualifying applicants, produces GRH registration ID cards, and sends ID card and participation guidelines to new registrants. Commuters can obtain information about the GRH program and complete an application on the Commuter Connections web site, www.commuterconnections.org. Commuters may also call COG's Commuter Connections 800 telephone number, 1-800-745-RIDE, to ask questions about the GRH program and/or request information and an application. The 800 number is equipped with a menu so that callers can choose the menu item that best fits their needs. All GRH questions and requests for information and applications are taken by COG/TPB staff.

COG staff also mails GRH applications to GRH users who have used the GRH program without formally registering. GRH guidelines permit a commuter to use the GRH service one time as a "one-time exception" before they register. Also, COG staff mails transit vouchers to GRH users who used transit as part of their GRH trip. All vouchers and invoices from transportation service providers are processed by COG staff.

In the event the commuter has not supplied their e-mail address, COG/TPB staff mails a re-registration notice to commuters who could not be contacted by telephone. The notice contains an application which the commuter can complete and send to COG to re-register. The commuter can also call Commuter Connections or visit the Commuter Connections Web site to re-register.

COG/TPB staff will assist the Commuter Connections Subcommittee in reviewing the GRH participation guidelines for any recommended changes. These recommendations will be presented to the Commuter Connections Subcommittee for their final review and approval. In the past, recommendations have been made to modify and add participation guidelines to better convey the GRH trip authorization, GRH re-registration,

and one-time exception rules and restrictions.

COG/TPB staff will respond to the general public and to GRH applicants for registrations and re-registrations to the program. Registered commuters will be notified when their GRH registration is about to expire. Staff will continue to prepare and send new and re-registration GRH ID cards, corporate rewards coupons, registration letters, and participation guidelines on a weekly basis. Staff will also continue to monitor and maintain the GRH applicant database and server. COG/TPB staff will continue to update and maintain program participation guidelines and provide annual customer service training to the daily operations contractor and COG/TPB staff assigned to the project.

During FY 2022, data collection activities will continue for a GRH Baltimore Customer satisfaction survey. The purpose of the survey will be to gauge the level of satisfaction from those who have used the program. A report will be developed and finalized from the FY 2021 data collected.

In addition, COG/TPB staff will also be updating the survey instrument design for the in-depth Guaranteed Ride Home (GRH) Baltimore Region and St. Mary's County Applicant survey. This survey is conducted every three years to assess the mode shift changes of GRH program applicants. Data collected will be used to determine transportation and emission impacts of the program. A draft survey report will be prepared and released by June 2022.

During FY 2022, COG/TPB staff and its contractor will continue the implementation of a marketing and advertising media campaign to promote the GRH Baltimore program which will be targeted to commuters working in the Baltimore metropolitan region. The media advertising campaign materials developed for the Washington DC region will be adapted for the Baltimore metropolitan region and is funded through the Maryland Transit Administration.

Cost Estimate: **\$116,002**

Consultant Costs as Part of Estimate:

(Advertising) \$1,250

(FY2022 In-Depth GRH
Baltimore Survey) \$18,500

Direct Costs as part of Estimate:

(Media Buy) \$50,000

(Telephone/Copies, etc.) \$ 4,778

Products: GRH new and re-registration ID cards, registration letters, and corporate rewards coupons *(COG/TPB staff)*

GRH Participation Guidelines *(COG/TPB Staff)*

Final 2021 GRH Customer Satisfaction Survey Report. *(COG/TPB staff)*.

Creative materials for regional TDM marketing campaigns. *(COG/TPB staff in conjunction with consultant)*

2022 GRH Baltimore and St. Mary's County In-Depth Applicant Survey and draft report. (COG/TPB staff in conjunction with consultant).

Services: Process application requests from the general public for registration and re-registration to the program. *(COG/TPB Staff)*

Notify commuters when registration is about to expire. *(COG/TPB staff)*

Monitor and update GRH applicant database. *(COG/TPB staff)*

Schedule: July 1, 2021 – June 30, 2022

2021 GRH Customer Satisfaction Survey Report: March 2022

2019 In-Depth GRH Baltimore Applicant Survey Impact Analysis: January 2021

Oversight: Commuter Connections Subcommittee

- Provide input and feedback on GRH program participation guidelines and policies.

B. PROCESS TRIP REQUESTS AND PROVIDE TRIPS

GRH transportation service is provided through contracts with COG by several taxi companies, a Transportation Network Company (TNC), a rental car company, and Baltimore's Metro. Commuters make their GRH trip request through a menu option provided on COG's Commuter Connections 800 telephone number or through the Commuter Connections web site. The telephone menu option transfers all calls for GRH trips directly to an operations contractor and the email request produces and sends a notification to the contractor. The contractor reviews and assesses the trip request and approves or denies the request based on the GRH Participation Guidelines. The contractor then arranges the approved trips with the appropriate transportation contractor. If a trip request is denied, the commuter is offered an arranged trip at their own expense.

COG/TPB staff will continue management and monitoring of contract services for day-to-day operations services. Day to day operations include confirming ride request eligibility, dispatching rides through the ride service providers, tracking ride requests in the GRH database, processing invoices for payment for ride service providers, the daily operations contractor and for the general public for transit vouchers.

Customer service training will be provided to all Guaranteed Ride Home call center agents as needed.

Cost Estimate: **\$103,998**

Consultant/ Contractor Costs as Part of Estimate:

(Daily Operations): \$42,500
(Cab, TNC, and Car Rental Companies) \$45,281

Services: Process GRH trip requests, approve/deny requests, and arrange rides. *(Daily Operations Contractor)*

Management and monitoring of contract services for day-to-day operations, and four cab, car rental, and TNC ride service providers. This includes processing invoices for payment for contractors and for the general public for transit vouchers. *(COG/TPB staff)*

Provide GRH Rides *(Cab, TNC, and Car Rental Companies)*

Customer service training for GRH call center agents. *(COG/TPB staff and contractor)*

Schedule: July 1, 2021 – June 30, 2022

Oversight: Commuter Connections Subcommittee

- Provide input and feedback on GRH program participation guidelines and policies.

ITEM 9 – Information

February 17, 2021

Visualize 2045: "Voices of the Region" Public Opinion Survey Results

Background:

The board will be briefed on the results from a region-wide public opinion survey that the TPB conducted last fall. The survey will provide input for a range of TPB planning activities, including the 2022 update to Visualize 2045.



MEMORANDUM

TO: Transportation Planning Board
FROM: Karen Armendariz, TPB Public Engagement Specialist
Stacy Cook, TPB Transportation Planner
John Swanson, TPB Transportation Planner
SUBJECT: Voices of the Region: Public Opinion Survey for Visualize 2045 Update
DATE: February 11, 2021

At the February board meeting, TPB staff will release results from a region-wide public opinion survey on transportation that the TPB conducted last fall. The survey's findings, which are statistically significant, will provide input for a range of TPB planning activities, including the 2022 update to Visualize 2045, the region's long-range transportation plan.

PURPOSE AND CONTENT

The results of this survey are expected to be used by the TPB, member jurisdictions, and elected officials as quantitative support for any projects, programs or policies that align with the TPB's Planning Policy Focus Areas and Aspirational Initiatives.

The driving theme for the Visualize 2045 engagement efforts is "Visualizing our Future Together." In order to visualize 2045 together, regional leaders will need to understand public opinion trends in three different ways, which were explored in the opinion survey (also see attached questionnaire):

- *Travel During the COVID-19 Pandemic*
This section asked the public about their transportation choices in the midst of COVID-19. The purpose of this section is to understand how people adapted to the current health crisis and how these changes might affect long-term travel patterns and choices in the future.
- *Our Transportation Future*
This section asked the public to consider our current transportation system and determine what implementation activities would make transportation options more appealing in the future.
- *External Forces and Future Factors*
This section focused on factors that will affect how agencies plan for the transportation system in the future, including climate change, connected and automated vehicles, and efforts to continue advancing transportation equity in the region. These results will inform other work that TPB is or will be conducting on these topics.

METHODOLOGY

ICF International, the consultant firm hired for the survey, developed a methodology that utilized a representative address-based sample frame to select potential respondents who were contacted via

mail and encouraged to complete the survey via web. The survey team sent up to three contacts to randomly selected participants, seeking to ensure that feedback was obtained from as many people as possible, including those who may have been initially reluctant to respond.

This effort obtained 2,407 completed surveys, greatly exceeding the target of 2,000. The final response rate was 11.9%, which provided a margin of error of +/-2.5% at 95% confidence.

The survey was designed to be statistically valid for the following 10 geographic areas: District of Columbia, Charles County, Frederick County (including City of Frederick), Montgomery County (including Gaithersburg, Rockville, and Takoma Park), Prince George's County (including Bowie, College Park, and Laurel), the City of Alexandria, Arlington County, Fairfax County (including City of Fairfax, and Falls Church), Loudoun County and the Prince William County area (including Manassas and Manassas Park). Results from the survey will be available for these 10 geographies.

SCHEDULE

The project followed the following schedule:

- July-August 2020-: Survey methodology and instrument were designed.
- September-October 2020: Randomly selected participants were invited to participate, and responses were collected
- November-December 2020: Responses were analyzed
- January 2021: Initial results were reviewed and released
- February 2021: Findings presented to the TPB and committees
- March-April 2021: Final Report scheduled to be released
- Spring-Summer: Findings from the survey will be incorporated into Visualize 2045 and other TPB planning products and activities

In addition to input obtained through the survey, staff recently completed 11 focus groups to obtain a more complete and nuanced understanding of public attitudes. These sessions explored opinions about equity, safety, and climate change. The findings of the focus groups will be reported to the TPB within a few months.

The quantitative (survey) and qualitative (focus groups) opinion research efforts, as described above, will comprise Phase I public engagement activities for the update to Visualize 2045. Later this spring and summer, staff will conduct Phase II engagement activities, which will provide open opportunities for input focused on implementation of the TPB's Aspirational Initiatives.

CONTACT

For more information, please contact:

- Karen Armendariz, karmendariz@mwkog.org
- Stacy Cook, scook@mwkog.org
- John Swanson, jswanson@mwkog.org

QUESTIONNAIRE

VOICES OF THE REGION SURVEY

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LANDING PAGE

ASK ALL

LANDING

Welcome to the *Voices of the Region Survey!*

This survey will help local governments across the region plan future transportation initiatives and programs. The information and opinions you share will help regional leaders adapt to unexpected events and future challenges, as well as identifying changes that can make a positive difference for the future – both next year and 25 years from now.

Thank you in advance for your cooperation in this important survey! Please enter the 9-digit PIN from the letter you received.

**INCLUDE FIELD FOR RESPONDENTS TO ENTER THEIR MID.
INSTEAD OF NEXT, BUTTON SHOULD SAY "GO TO SURVEY"
INCLUDE BUTTON THAT SAYS ESPAÑOL WHICH LINKS TO SPANISH LANDING PAGE.**

SECTION 1: TRAVEL DURING THE COVID-19 PANDEMIC (24 QUESTIONS)

ASK ALL

S1_INTRO1

We want to know about your travel habits in general, but we realize that COVID-19 has changed many peoples' travel habits and plans since stay-at-home orders began in March.

For this survey, "travel" refers to all the different ways you get around, whether driving, walking, biking, taking public transportation, scooters, skateboards, or anything else. We're interested in all your travel, including commuting for work, visiting friends, going to the grocery store, taking trips out of town, and anywhere else you might travel.

GENERAL TRAVEL DURING COVID

ASK ALL

S1Q1. Since the beginning of the COVID-19 pandemic, how much have your daily travel habits changed?

- 01 A lot
- 02 Some
- 03 A little
- 04 None

ASK ALL

S1Q2. Prior to the COVID-19 pandemic, how often on average did you drive or ride in a car? By car we mean a single motor vehicle such as a car, SUV, pick-up truck etc.

- 01 Three or more trips a day
- 02 One or two trips a day
- 03 Three or more trips a week, but not every day
- 04 One or two trips a week
- 05 Three or more trips a month, but not every week
- 06 One or two trips a month
- 07 Less than that
- 08 I never drove or rode in a car

ASK ALL

S1Q3. Since the beginning of the COVID-19 pandemic, how much has your car use changed? Would you say you drive or ride in a car...

- 01 A lot more
- 02 A little more

- 03 The same amount as before COVID-19
- 04 A little less
- 05 A lot less, including no car use

ASK ALL

S1Q4. For this survey, “public transportation” refers to things like Metro bus or other local buses, subway and Metro rail, commuter trains, and commuter buses.

Prior to the COVID-19 pandemic, how often on average did you take public transportation?

- 01 Three or more trips every day
- 02 One or two trips a day
- 03 Three or more trips a week, but not every day
- 04 One or two trips a week
- 05 Three or more trips a month, but not every day
- 06 One or two trips a month
- 07 Less than that
- 08 I never took public transportation

ASK ALL

S1Q5. Since the beginning of the COVID-19 pandemic, how has your use of public transportation changed? Would you say you take public transportation...

- 01 A lot more
- 02 A little more
- 03 The same amount as before COVID-19
- 04 A little less
- 05 A lot less, including no use of public transportation

ASK IF S1Q5 = 04 OR 05

[MUL=6]

[RANDOMIZE 01-05]

S1Q6. One year after the COVID-19 pandemic is over, which of these changes would make you more likely to use public transportation? (check all that apply)

- 01. More spacing between people on buses or train cars
- 02. More frequent cleaning of buses or train cars
- 03. More frequent service
- 04. Riding a bus with limited stops
- 05. Plastic barriers to prevent the spread of COVID-19
- 06. Other (Specify) [TEXT BOX]
- 07. Nothing will make me more likely to ride public transportation after the pandemic [EXCLUSIVE]

ASK ALL

S1Q7. Since the beginning of the COVID-19 pandemic, how has your walking changed? Would you say you walk...

- 01 A lot more
- 02 A little more

- 03 The same amount as before COVID-19
- 04 A little less
- 05 A lot less
- 06** I do not walk for transportation

ASK ALL

S1Q8. Prior to the COVID-19 pandemic, how often on average did you ride a bicycle?

- 01 Three or more trips a day
- 02 One or two trips a day
- 03 Three or more trips a week
- 04 One or two trips a week
- 05 Three or more trips a month
- 06 One or two trips a month
- 07 Less than that
- 08 I never rode a bicycle

ASK ALL

S1Q9. Since the beginning of the COVID-19 pandemic, how has your biking changed? Would you say you bike...

- 01 A lot more
- 02 A little more
- 03 The same amount as before COVID-19
- 04 A little less
- 05 A lot less
- 06 I do not bike

ASK ALL

S1Q10. Please think about your travel habits one year after the COVID-19 pandemic is over. Do you expect that your travel habits will return to your previous pattern before the pandemic?

- 01 Yes, I will probably go back to the same travel habits as before the pandemic
- 02 No, I will probably have different travel habits than before the pandemic

ASK IF S1Q10 = 02

[MUL=8]

S1Q11. How do you expect your travel will be different once the pandemic is over? I expect I will... (Select all that apply)

- 01 Drive or ride in **cars less** than before the pandemic
- 02 Drive or ride in **cars more** than before the pandemic
- 03 Use **public transportation less** than before the pandemic
- 04 Use **public transportation more** than before the pandemic
- 05 **Walk less** than before the pandemic
- 06 **Walk more** than before the pandemic
- 07 Will **bike less** than before the pandemic
- 08 Will **bike more** than before the pandemic

COMMUTING AND JOB-RELATED TRAVEL

ASK ALL

[MUL=8]

S1Q13. Before the COVID-19 pandemic, what was your employment situation? (Select all that apply)

- 01 Working full time
- 02 Working part time
- 03 Student
- 04 Stay at home parent or caretaker
- 05 Unemployed or furloughed
- 06 Retired
- 07 Other (Specify) [TEXT BOX]

ASK ALL

[MUL=8]

S1Q14. What is your current employment situation during the COVID-19 pandemic? (Select all that apply)

- 01 Working full-time
- 02 Working part time
- 03 Student
- 04 Stay at home parent or caretaker
- 05 Unemployed or furloughed
- 06 Retired
- 07 Other (Specify) [TEXT BOX]

ASK IFS1Q14 = 01 OR 02

S1Q15. Do you need to travel outside your home during the COVID-19 pandemic to economically support yourself or your family?

- 01 Yes
- 02 No

ASK IFS1Q14 = 01 OR 02

[MUL=6]

S1Q16. Are you considered an essential worker who is required to travel outside your home for a job in the following industries (check all that apply)?

- 01 Grocery store
- 02 Health care
- 03 Public works
- 04 Government
- 06 Other essential worker [TEXT BOX]
- 07 I am not an essential worker [EXCLUSIVE]

ASK IFS1Q14 = 01,02,03

[MUL=10]

S1Q17. Before the COVID-19 pandemic, how did you commute to work or school? Select all modes of transportation that you used at least once a week.

- 01 Personal vehicle – driving alone
- 02 Carpooling or vanpooling
- 03 Bus
- 04 Metrorail
- 05 Commuter rail [MARC, VRE]
- 06 Taxi or ride-hailing service (Uber, Lyft, etc.)
- 07 Bicycle, including e-bikes
- 08 Walking (1/4 mile or more)
- 09 Telecommuting/work from home
- 10 Other (Specify) [TEXT BOX]

ASK IFS1Q14 = 01,02,03

[MUL=10]

S1Q18. During the COVID-19 pandemic, how are you commuting to work or school? Select all modes of transportation that you currently use at least once a week.

- 01 Personal vehicle – driving alone
- 02 Carpooling or vanpooling
- 03 Bus
- 04 Metrorail
- 05 Commuter rail [VRE, MARC]
- 06 Taxi or ride hailing service (Uber, Lyft, etc.)
- 07 Bicycle, including e-bike
- 08 Walking (1/4 mile or more)
- 09 Telecommuting/work from home
- 10 Other (Specify) [TEXT BOX]

ASK IFS1Q14 = 01,02,03

[MUL=10]

S1Q19. How do you expect to commute to work or school one year after the COVID-19 pandemic is over? Select all modes of transportation that you expect to use at least once a week.

- 01 Personal vehicle – driving alone
- 02 Carpooling or vanpooling
- 03 Bus
- 04 Metrorail
- 05 Commuter rail
- 06 Taxi or ride hailing service (Uber, Lyft)
- 07 Bicycle, including e-bikes
- 08 Walking (1/4 mile or more)
- 09 Telecommuting/work from home
- 10 Other (Specify) [TEXT BOX]
- 11 I don't know or I don't yet have guidance from my employer [EXCLUSIVE]

ASK IFS1Q18 = 09

S1Q20. If given the choice to return to a work location once the COVID-19 pandemic is over, would you prefer to:

- 01 Return to your work location full-time
- 02 Telework full-time
- 03 Telework some days and commute to your work location some days

ASK IFS1Q20 = 03

S1Q21. How often would you want to telework?

- 01 1 day
- 02 2 days
- 03 3-4 days
- 04 5 or more days

DELIVERIES

ASK ALL

S1Q22. Since the beginning of the COVID-19 pandemic, how have your online shopping habits changed? (Please only consider items you order for delivery at your home, not curbside pick-up).

- 01 My online ordering has increased a lot
- 02 My online ordering has increased a little
- 03 My online ordering is the same as before
- 04 My online ordering has decreased a little
- 05 My online ordering has decreased a lot
- 06 I have never ordered any items online

ASK ALL

S1Q23. One year after the COVID-19 pandemic is over, what do you expect your online shopping habits to be like?

- 01 I will probably go back to the online shopping habits that I had before the pandemic
- 02 I will probably continue with my current online shopping habits

STREET USE AND DESIGN

ASK ALL

S1Q24. During the pandemic, street space and parking space has been used for expanded pedestrian access, restaurant seating, etc. One year after the COVID-19 pandemic is over, would you support the continued use of street space/parking space for these kinds of purposes?

- 01 Yes
- 02 No

SECTION 2: OUR TRANSPORTATION FUTURE

TRANSPORTATION MODES

ASK ALL

S2_INTRO1:

We are interested in what you think are the best ways to improve our regional transportation system. The transportation system includes the regional transportation infrastructure including roads and highways, mass transit systems and bicycle and pedestrian routes.

We want to know how you would act or behave one year after the COVID-19 pandemic is over. For these questions, please think about **all** the ways in which you travel, not just to or from work.

ASK ALL

[MUL=3]

[RANDOMIZE 01-06]

S2Q1. Which of the following changes to the bus stop or bus station would make you more likely to take a bus?

I would be more likely to take the bus if the bus stop... (Choose up to 3 options)

- 01 Had shelter with seats
- 02 Was cleaner
- 03 Had adequate lighting at night
- 04 Provided shade or shelter from sun/rain/snow
- 05 Was within walking or biking distance of my home
- 06 Displayed real-time bus information
- 07 Other (Specify) [TEXT BOX]
- 08 No change would make me more likely to take the bus [EXCLUSIVE]

ASK ALL

[MUL=3]

[RANDOMIZE 01-08]

S2Q2. Now please think about the trip aboard the bus. Which of the following improvements to the bus ride experience would make you more likely to take the bus?

I would be more likely to take the bus if... (Choose up to 3 options)

- 01 Buses arrived on a reliable schedule
- 03 Buses traveled more quickly
- 04 Buses were less crowded
- 05 The fare was cheaper
- 06 I did not need to transfer
- 07 The bus had Wi-Fi service
- 08 Buses had level boarding for easy access for all
- 09 Other (Specify) [TEXT BOX]
- 10 No change would make me more likely to take the bus [EXCLUSIVE]

ASK ALL

[MUL=3]

[RANDOMIZE 01-07]

S2Q3. Which of the following improvements would make you more likely to take rail transit (Metrorail, commuter rail, other trains)?

I would be more likely to take rail transit if... (Choose up to 3 options)

- 01 Trains came more frequently
- 02 Waiting for the train was more comfortable
- 03 Waiting for the train felt safer
- 04 Trains were less crowded
- 05 The fare was cheaper
- 06 There was a shuttle or bus line to get me to the train station
- 07 Navigating the station was easier
- 08 Other (Specify) [TEXT BOX]
- 09 No change would make me more likely to take rail transit [EXCLUSIVE]

ASK ALL

[MUL=3]

[RANDOMIZE 01-06]

S2Q4. Which of the following improvements would make you more likely to walk, bike or take an e-powered or mobility device to the train station or bus stop?

I would be more likely to walk, bike, or use an e-powered or mobility device to the train or bus if...
(Choose up to 3 options)

- 01 My route to the train or bus was quicker or more direct
- 02 My route to the train or bus had adequate lighting
- 03 My route to the train or bus was more shaded
- 04 There were more bike lockers at the station
- 05 There were e-bikes or e-scooters available to get to and from the station
- 06 There were sidewalks and safe crossings all the way there
- 07 Other (Specify) [TEXT BOX]
- 08 No change would make me more likely to walk or bike to the train or bus [EXCLUSIVE]

ASK ALL

S2Q5. Electric scooters or E-scooters are scooters that you stand or sit on and are powered by an electric motor. Electric bikes or e-bikes are bicycles with a battery-powered “assist” that amplifies the pedaling effort and gives the rider a boost. These are available in some places as shared devices.

If they were available to you, would you consider using a shared e-scooter or e-bike to take short trips (less than one mile) to transit or other destinations?

- 01 Yes
- 02 No
- 03 Not sure

ASK ALL

[MUL=3]

[RANDOMIZE 01-07]

S2Q6. Which of the following improvements would make you more likely to use a bicycle?

I would be likely to bike more if... (Choose up to 3 options)

- 01 I had access to a bike
- 02 There were bike lanes or trails near my home
- 03 Bicycle lanes were separated from vehicles by a barrier
- 04 There was safe bike parking at my destination
- 05 There was a shower or locker room at work/school
- 06 Vehicle speeds were lower
- 07 Bicycle lanes and routes were more direct and complete
- 08 Other (Specify) [TEXT BOX]
- 09 No change would make me more likely to bike [EXCLUSIVE]

ASK ALL

S2Q7. New technologies and services, such as ridesharing and ride hailing (such as Uber and Lyft), are changing the use of the street space next to the curb. Do you support providing ride-hailing zones for pick-up and drop-off on the street if it meant a reduction in parking availability?

- 01 Yes
- 02 No

ASK ALL

S2Q8. Do you support constructing more or wider sidewalks and bike lanes if it meant a reduction in parking availability?

- 01 Yes
- 02 No

ASK ALL

S2Q9. Where in the Washington Region do you think most future development should be encouraged? (Choose one)

- 01 In newer suburbs
- 02 In older suburbs
- 03 In existing core cities
- 04 In rural areas

ASK ALL

S2Q10. If you could live anywhere in the region, where would it be? (Choose one)

- 01 In newer suburbs
- 02 In older suburbs
- 03 In existing core cities
- 04 In rural areas

ASK ALL

S2Q11. How big a concern is traffic congestion to you personally?

- 01 It is a significant concern and it impacts the quality of my life
- 02 It is somewhat a concern and it impacts my life a little
- 03 It is a bit of a concern
- 04 It is not a concern because I have adjusted to it
- 05 It is not a concern because I don't experience much congestion

ASK ALL

S2Q12. To avoid congestion and make bus trips faster, would you support dedicating a travel lane for mostly bus use?

- 01 Yes
- 02 No

ASK ALL

S2Q13. To enable buses to travel in their own lane, would you support the removal of a lane of on-street parking?

- 01 Yes
- 02 No

SECTION 3: FUTURE FACTORS & EXTERNAL FORCES

CLIMATE CHANGE

ASK ALL

S3Q1. The climate is changing, causing more extreme weather, such as extended periods of high heat or extreme cold, more frequent and more intense storms, hurricanes and flooding. How much do you agree or disagree with the following statement?

Elected officials need to consider impacts of climate change when planning for transportation in the future.

- 01 Strongly agree
- 02 Somewhat agree
- 03 Neutral
- 04 Somewhat disagree
- 05 Strongly disagree

ASK ALL

S3Q2. How much do you agree or disagree that human actions contribute to at least some climate change?

- 01 Strongly agree
- 02 Somewhat agree
- 03 Neutral
- 04 Somewhat disagree
- 05 Strongly disagree

DRIVERLESS CARS

ASK ALL

[MUL=3]

[RANDOMIZE 01-07]

S3Q4. How might the availability of driverless cars benefit you or others in the Washington region? (Choose up to 3 options)

- 01 Not needing to park (a driverless vehicle can drop me off and park itself)
- 02 Safer/reduced crashes
- 03 Being connected to Wi-Fi while in the vehicle
- 04 Doing other things in the vehicle instead of actively driving
- 05 Supporting travel for persons with disabilities
- 06 Better traffic flow/reduced congestion
- 07 Fewer vehicle emissions
- 08 Other (Specify) [TEXT BOX]
- 09 I do not expect any benefits [EXCLUSIVE]

ASK ALL

[MUL=3]

[RANDOMIZE 01-07]

S3Q5. What concerns, if any, do you have about driverless cars? (Choose up to 3 options)

- 01 Safety of other drivers
- 02 Safety of pedestrians and bicyclists
- 03 Cybersecurity concerns
- 04 Liability for accidents
- 05 Cost
- 06 They may not equally be available to everyone
- 07 May discourage travel options such as public transportation and biking
- 08 Other (Specify) [TEXT BOX]
- 09 No concerns [EXCLUSIVE]

EQUITY

ASK ALL

S3Q6. How well do you feel the region's current transportation system meets your travel needs?

- 01 Very well
- 02 Somewhat well
- 03 Neither well nor poorly
- 04 Somewhat poorly
- 05 Very poorly

ASK ALL

[MUL=3]

[RANDOMIZE 01-08]

S3Q7. Do you experience any of the following barriers to getting where you need to go from where you live? (Choose up to 3)

- 01 Public transportation requires too many transfers
- 02 Public transportation does not come frequently enough
- 03 Public transportation does not get me to my destination on time
- 04 Public transportation is too expensive for me
- 05 I don't feel safe crossing the street
- 06 It feels unsafe to walk/bike
- 07 I can't afford tolls to avoid traffic congestion

- 08 There are no trails near my home or work
- 09 Other (Specify) [TEXT BOX]
- 10 I don't experience any transportation barriers [EXCLUSIVE]

ASK ALL

S3Q8. How well do you feel your transportation needs and concerns are being addressed by decision makers?

- 01 Very well
- 02 Somewhat well
- 03 Neither well nor poorly
- 04 Somewhat poorly
- 05 Very poorly

ASK ALL

[MUL=3]

[RANDOMIZE 01-07]

S3Q9. I would be more likely to participate in public meetings about transportation if: (Choose up to 3)

- 01 There were a translator or materials in my language
- 02 I could call in to listen or speak
- 03 I could attend in person on nights or weekends
- 04 The meetings were held in my neighborhood
- 05 The meetings were held near public transportation
- 06 More people from my community attended
- 07 I could obtain information and provide feedback online
- 08 Other (Specify) [TEXT BOX]
- 09 No changes would make me more likely to participate [EXCLUSIVE]

ASK ALL

S3Q10. What transportation investments should we make today that future generations will thank us for tomorrow?

[TEXT BOX]

DEMOGRAPHICS

ASK ALL

D_INTRO. Lastly, we'd like to ask you some questions about yourself and your household. Your answers will be combined with responses from other residents for analysis.

ASK ALL

D1. Not counting yourself, how many adults age 18 or older live in your household?

RANGE 0-10 [NUMBER BOX]

ASK ALL

D2. How many children under the age of 18 live in your household?

RANGE 0-10 [NUMBER BOX]

ASK ALL

D3. Which of the following best describes your primary residence?

1. Single family detached home
2. Townhouse
3. Condo/apartment
4. Mobile/manufactured home
5. Other (Specify) [TEXT BOX]

ASK ALL

D4. Do you currently own or rent your residence?

1. Own
2. Rent
3. Other (Specify) [TEXT BOX]

ASK ALL

D5. In what year were you born?

RANGE 1917-2002 [NUMBER BOX]

ASK ALL

D6. What is your gender?

1. Male
2. Female
3. Transgender
4. Non-binary
5. Other (Specify) [TEXT BOX]

ASK ALL

[OPTIONAL]

[MUL=7]

D7. Which of the following best describes you? Please select all that apply.

1. White
2. Black or African American
3. American Indian or Alaska Native
4. Asian
5. Native Hawaiian or other Pacific Islander
6. Hispanic, Latino/a/x, Spanish origin
7. Other (Specify) [TEXT BOX]

ASK ALL

D8. What language do you MOSTLY speak at home?

1. English
2. Spanish
3. Other (Specify) [TEXT BOX]

ASK ALL

[OPTIONAL]

D9. What was your total household income from all sources in 2019 before taxes?

1. Less than \$25,000
2. \$25,000 to 49,999
3. \$50,000 to 74,999
4. \$75,000 to 99,999
5. \$100,000 to 149,999
6. \$150,000 to 199,999
7. \$200,000 to 299,999
8. \$300,000 or more

ASK ALL

D10. Please select your highest level of education achieved.

1. Some high school
2. High school or GED
3. Some college or trade school
4. Bachelor's degree
5. Master's degree or higher

ASK ALL

CLOSE. Thank you for your participation in this important study! Your feedback will be used by local officials to plan the region's transportation future.

Voices of the Region

Survey Results

National Capital Region
Transportation Planning Board

Agenda Item 9

February 17, 2021

Olivia Saucier, Survey Manager – ICF
Heather Driscoll, Survey Director – ICF
Randy ZuWallack, Senior Statistician – ICF

Survey Methodology

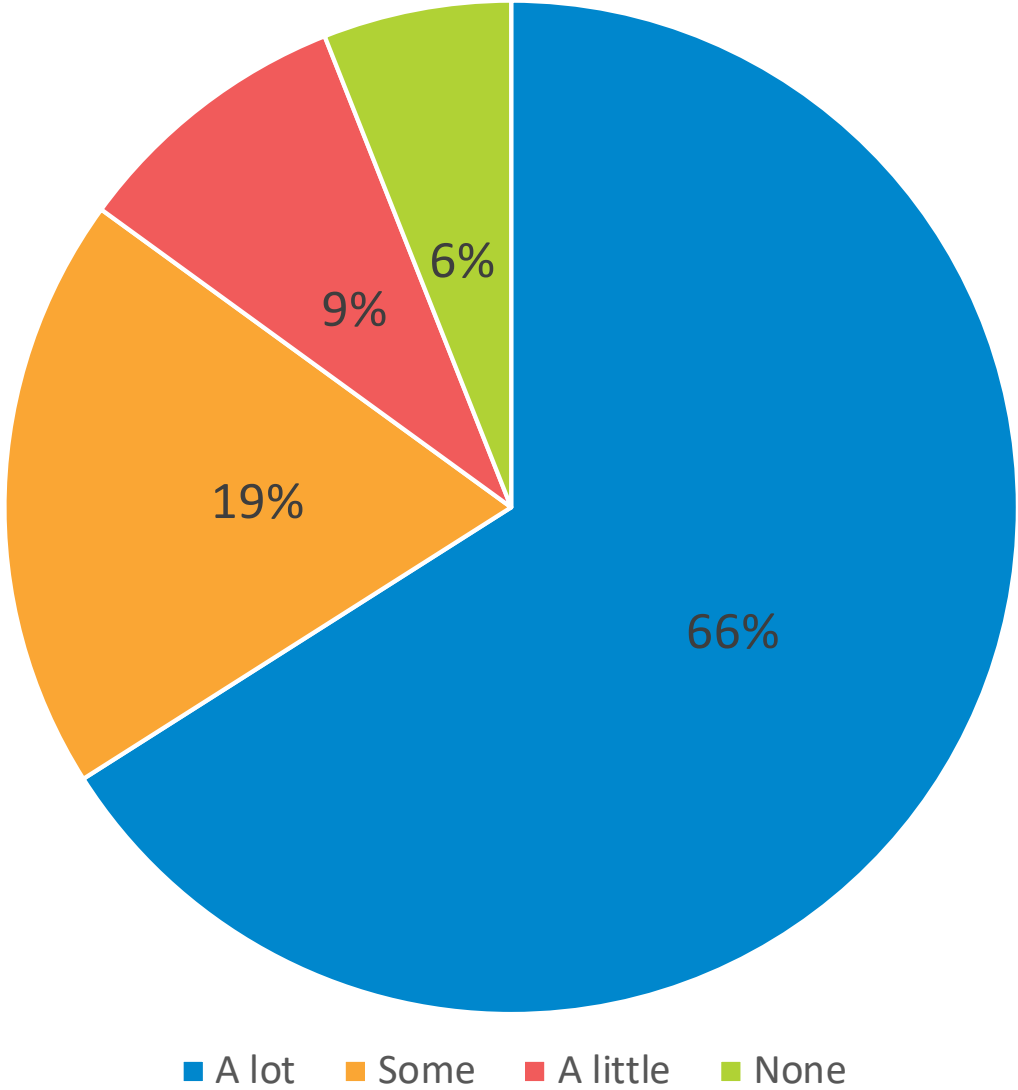
- Representative survey of the region
 - Target of 2,000 completed surveys
 - 200 in each of ten sub-areas
- Randomly-drawn address-based sample
- Three mailed contacts with web link included; \$1 pre-incentive
- Achieved 2,407 completes
- Final response rate of 11.9%
- Margin of error of +/-2.5% at 95% confidence.

Survey Results

Changes in General Travel

Change in General Daily Travel Since the Beginning of the Pandemic

S1Q1. Since the beginning of the COVID-19 pandemic, how much have your daily travel habits changed?



Two-thirds of respondents report their daily travel habits have changed a lot since the beginning of the COVID-19 pandemic

(n = 2,407)

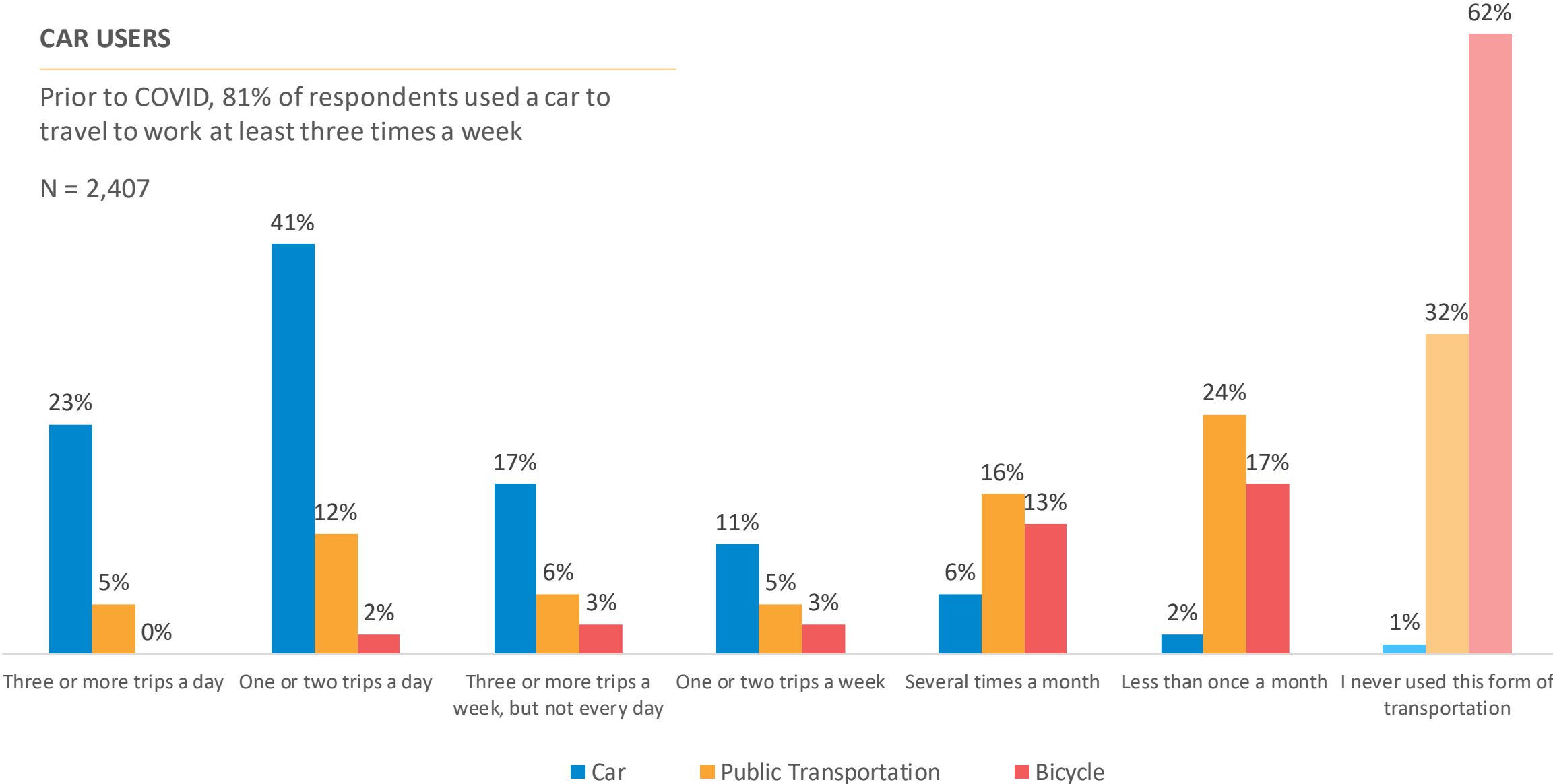
Mode Usage Before the Pandemic

S1Q2/S1Q4/S1Q8. Prior to the COVID-19 pandemic, how often on average did you drive or ride in a car/take public transportation/ride a bicycle?

CAR USERS

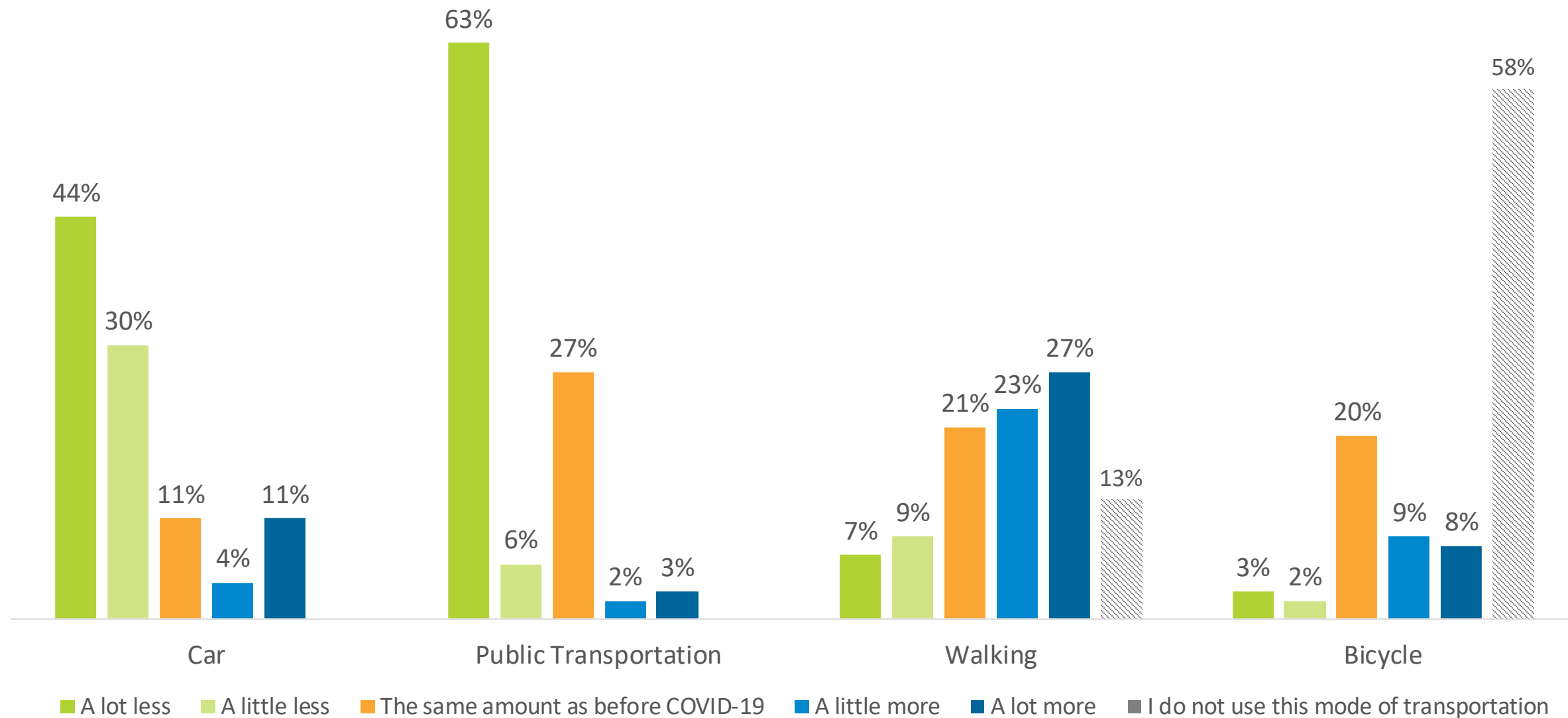
Prior to COVID, 81% of respondents used a car to travel to work at least three times a week

N = 2,407



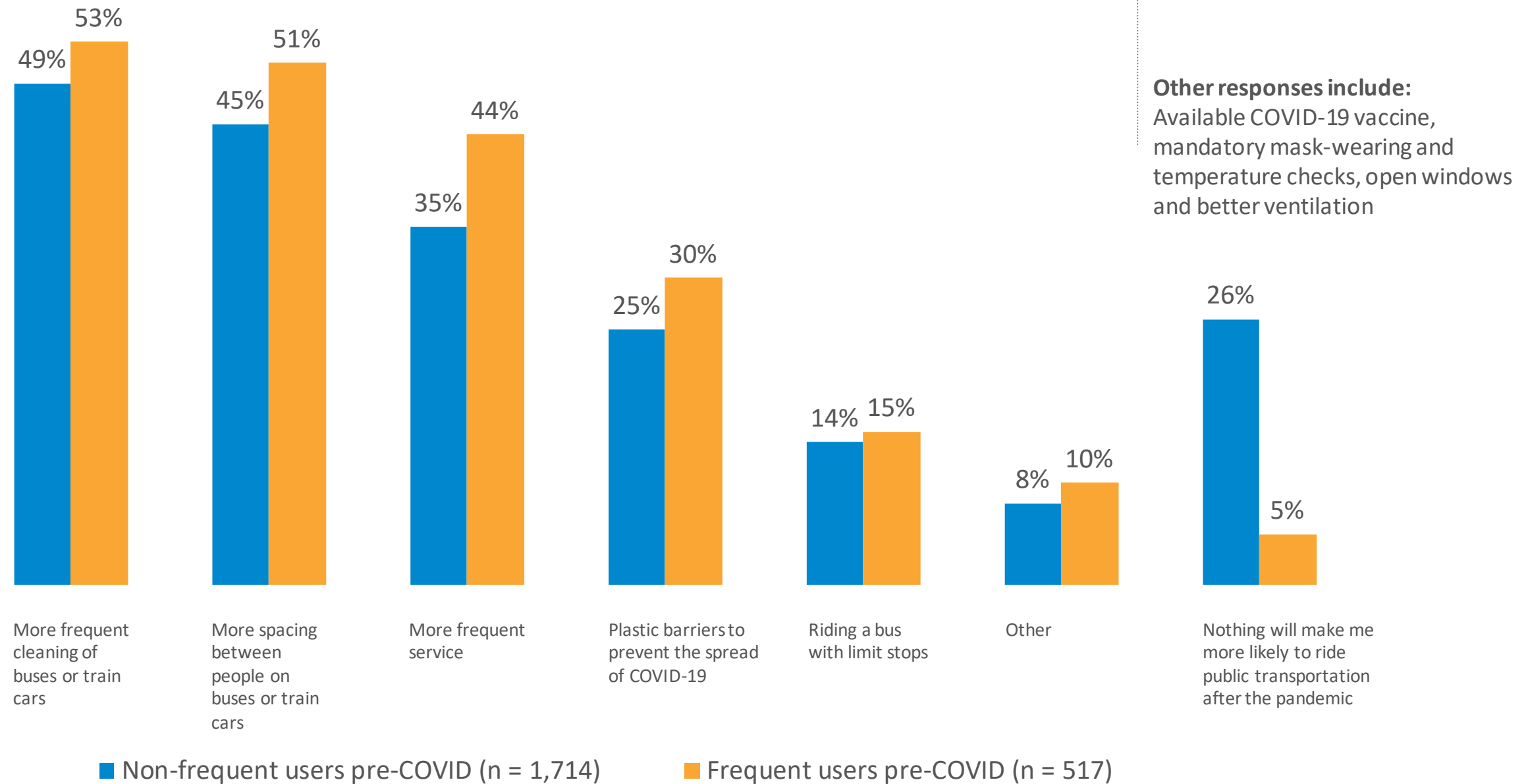
Mode Changes Since the Beginning of the Pandemic

S1Q3/S1Q5/S1Q7/S1Q9. Since the beginning of the COVID-19 pandemic, how much has your car use/use of public transportation/walking/biking changed?



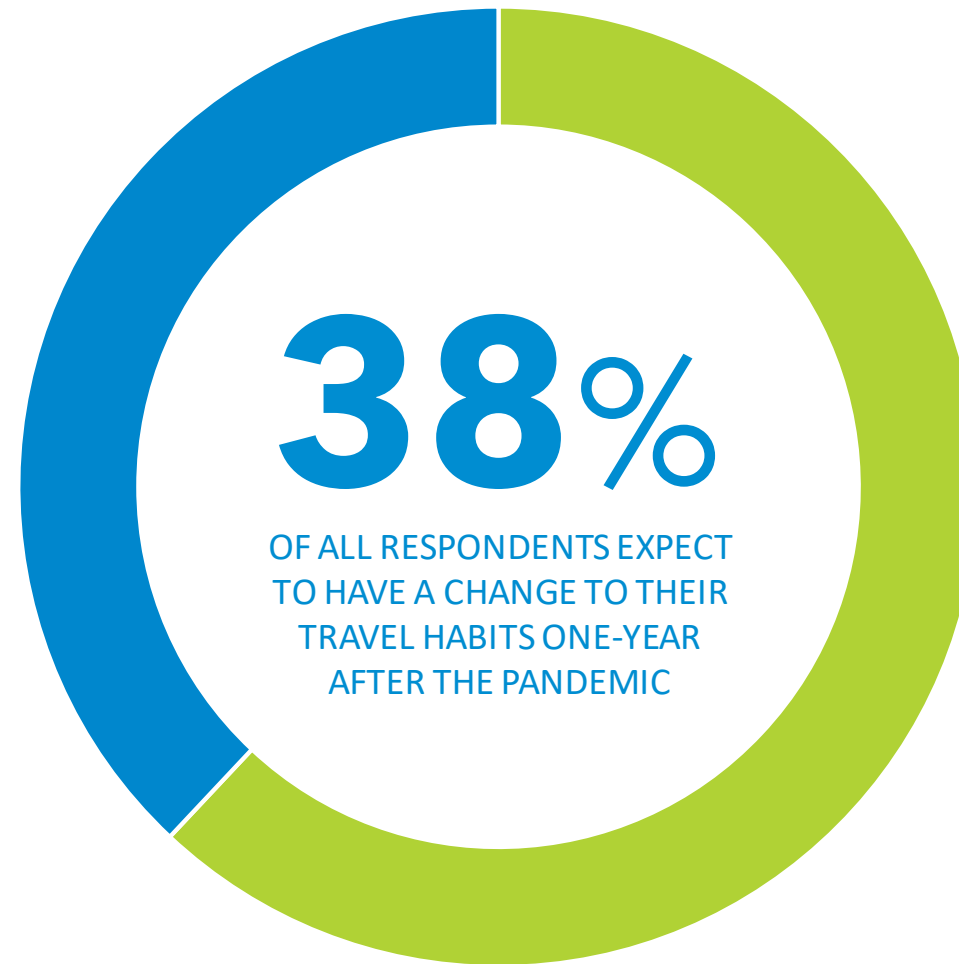
Transit Changes to Encourage Ridership One Year Post-Pandemic

S1Q6. One year after the COVID-19 pandemic is over, which of these changes would make you more likely to use public transportation? (check all that apply)



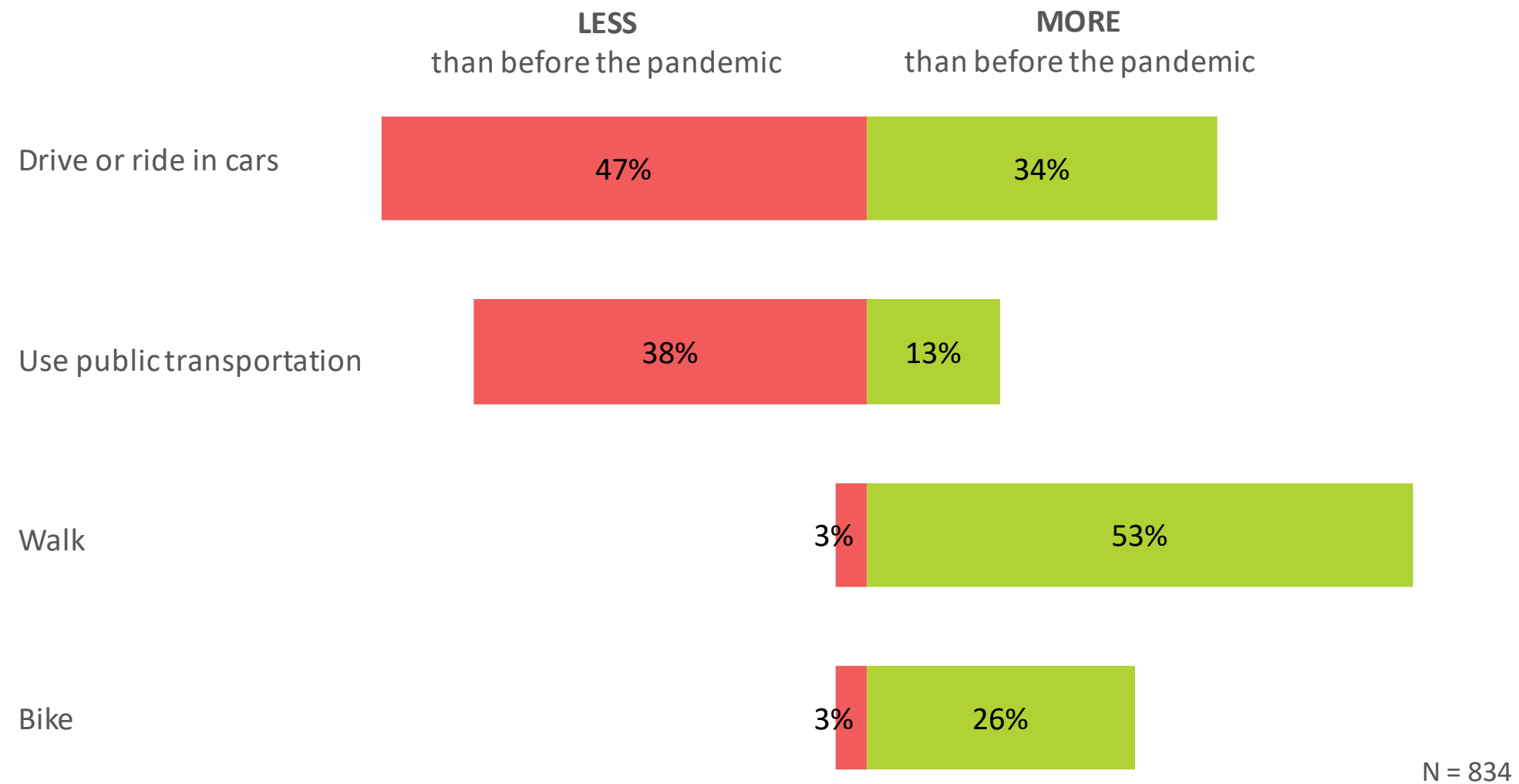
General Travel One Year Post-Pandemic

S1Q10. Please think about your travel habits one year after the COVID-19 pandemic is over. Do you expect that your travel habits will return to your previous pattern before the pandemic?



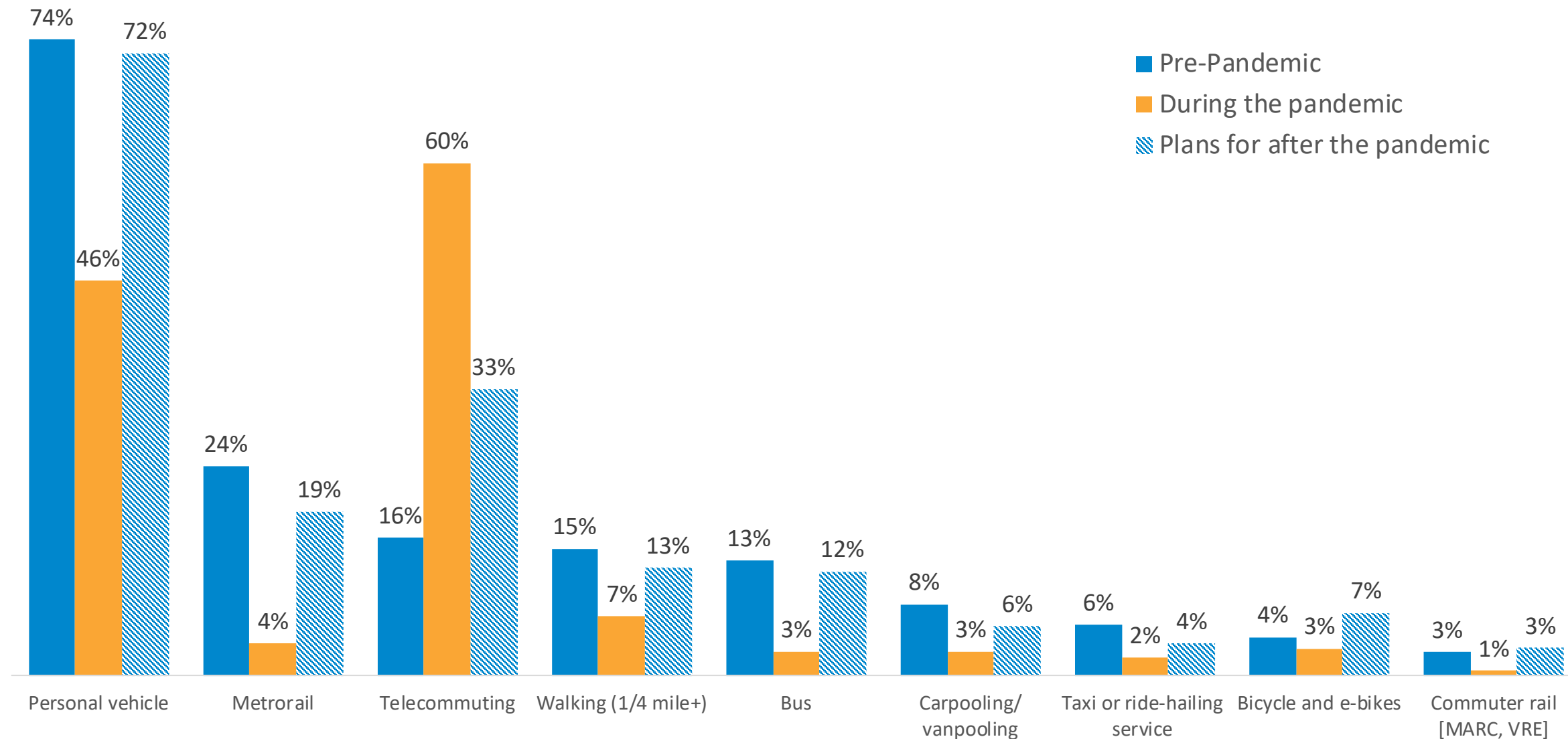
Expected Changes to Travel One Year Post-Pandemic

S1Q11. How do you expect your travel will be different once the pandemic is over? I expect I will... (Select all that apply)



Mode usage for commuting at least 1/week: Before, during, after COVID

S1Q17/S1Q18. *Before/During the COVID-19 pandemic, how did you commute/are you commuting to work or school? Select all modes of transportation that you used/ use at least once a week.*
S1Q19. *How do you expect to commute to work or school one year after the COVID-19 pandemic is over? Select all modes of transportation that you expect to use at least once a week*



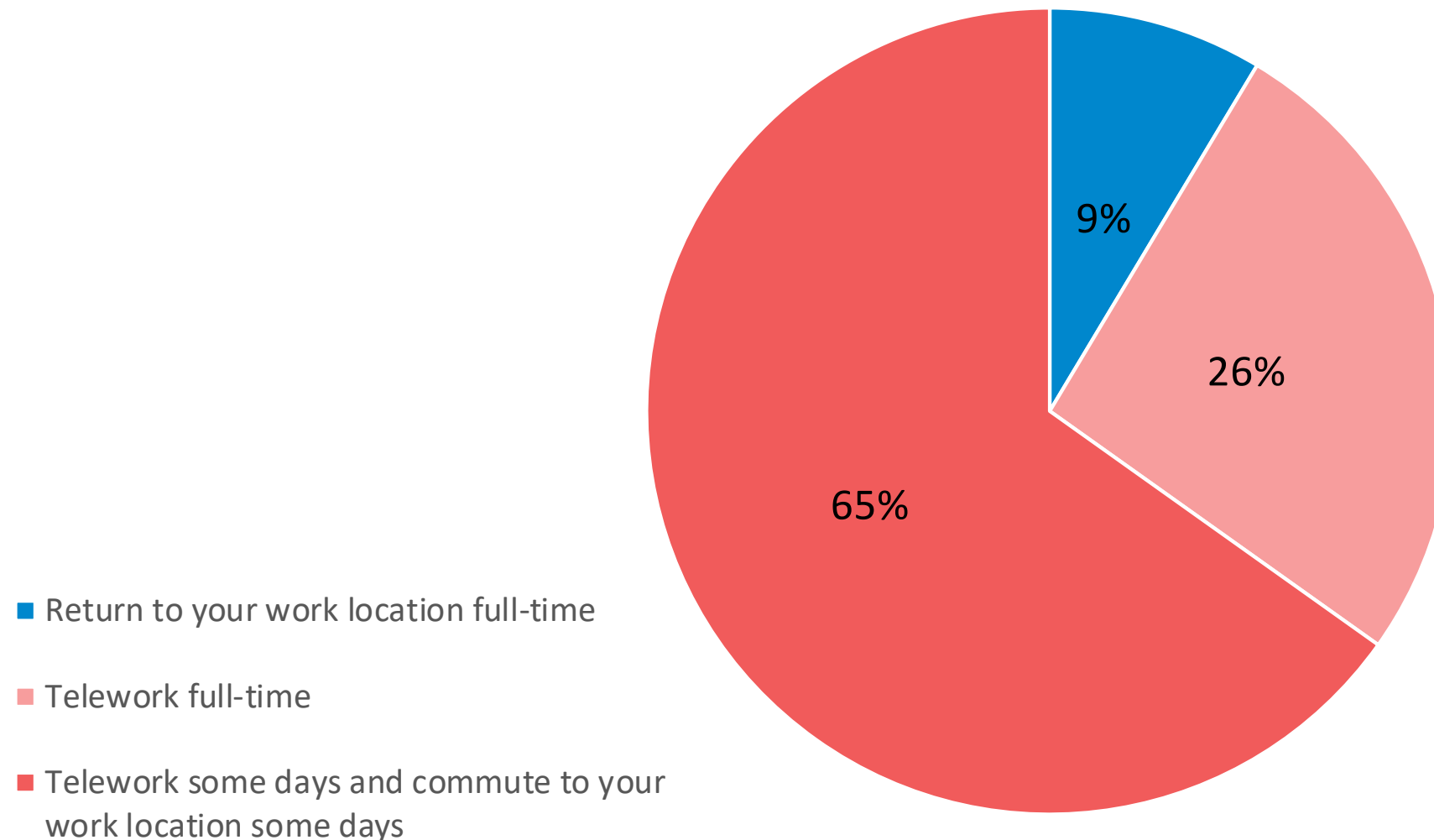
* 5% of respondents do not know what their plans are for after the pandemic

n = 1,711

Preferences of Current Telecommuters

S1Q20. *If given the choice to return to a work location once the COVID-19 pandemic is over, would you prefer to...?*

S1Q21. *How often would you want to telework?*



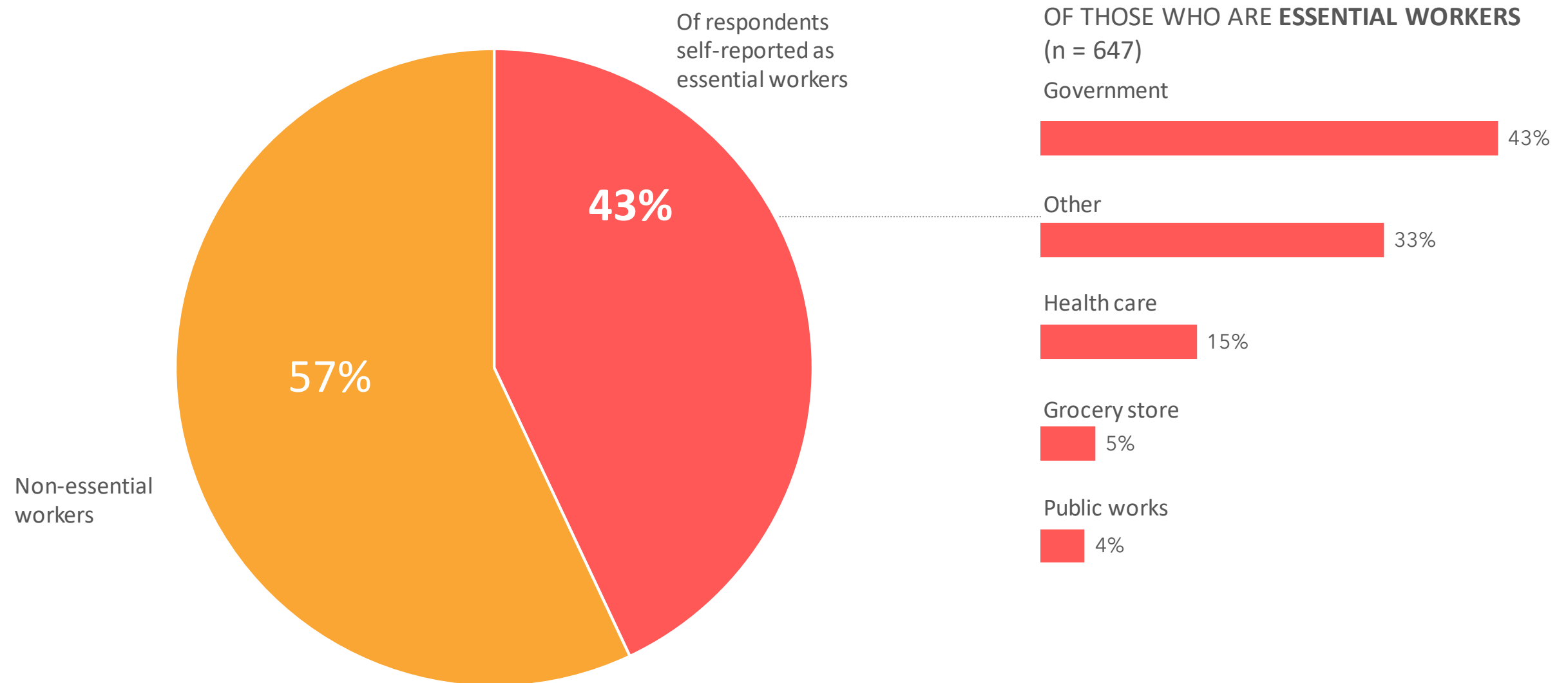
How often would you want to **telework**?
(n = 685)

8%	1 day
41%	2 days
49%	3-4 days
2%	5 days

(n = 1,073)

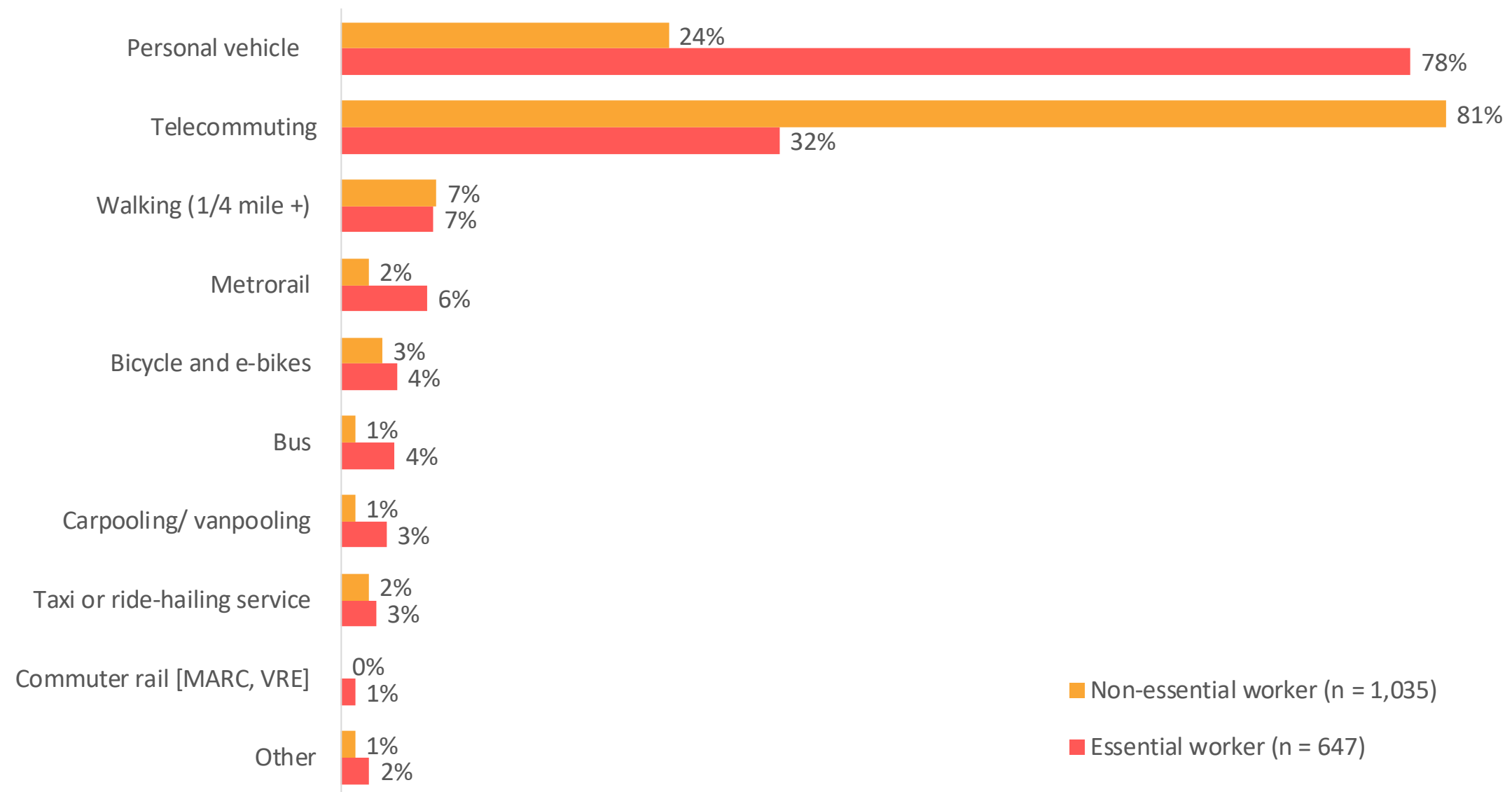
Essential Workers

S1Q16. Are you considered an essential worker who is required to travel outside your home for a job in the following industries (check all that apply)?



Essential Worker Commute During the Pandemic

S1Q18. *During the COVID-19 pandemic, how are you commuting to work or school? Select all modes of transportation that you currently use at least once a week.*



Online Shopping During the Pandemic

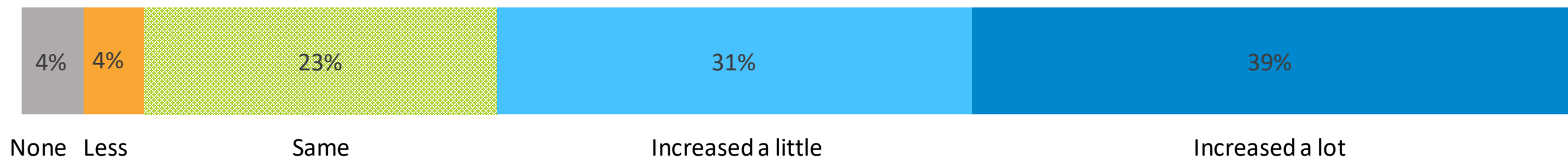
S1Q22. Since the beginning of the COVID-19 pandemic, how have your online shopping habits changed? (Please only consider items you order for delivery at your home, not curbside pick-up).

S1Q23. One year after the COVID-19 pandemic is over, what do you expect your online shopping habits to be like?

70% of respondents indicated that their online ordering increased

58% of respondents report that they are likely to continue with the current online shopping habits

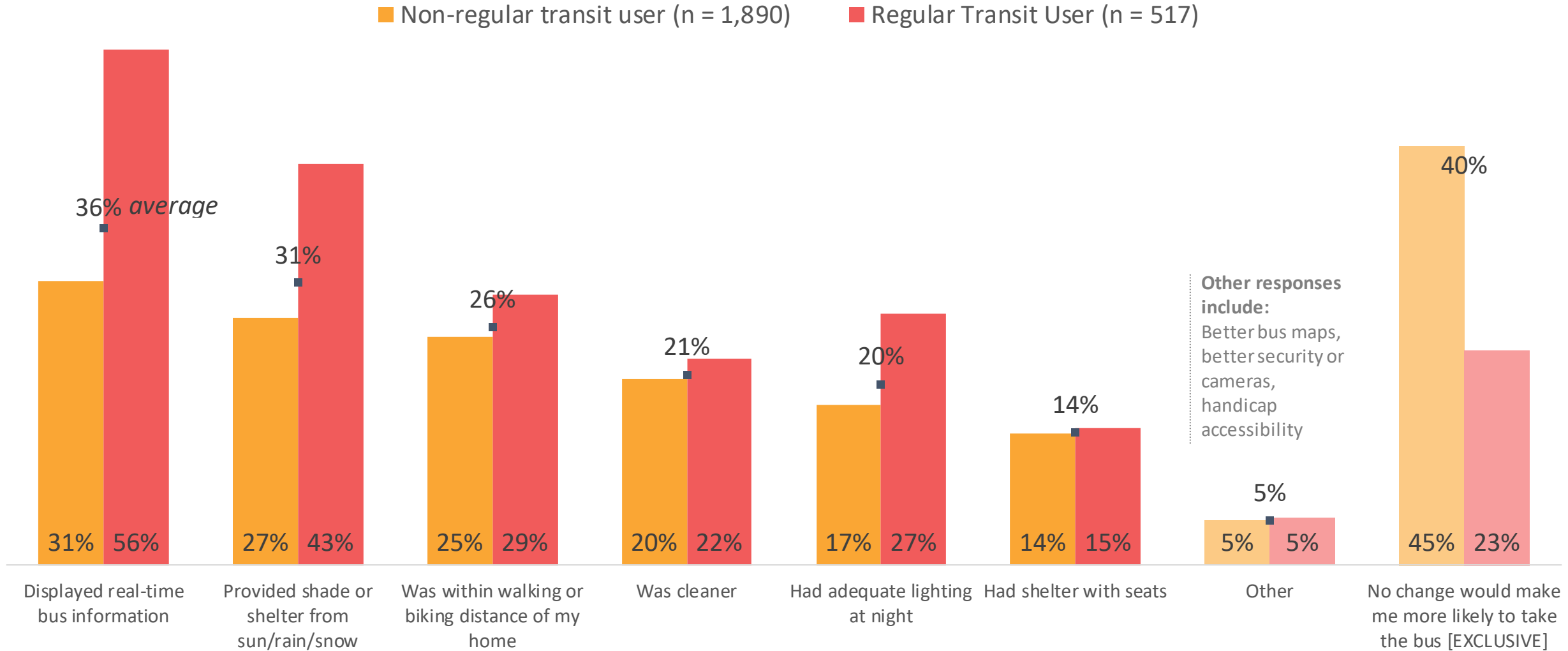
Respondents who reported a change in the amount of online ordering during the pandemic (n = 2,407)



Improvements to the Transportation Infrastructure

Changes to Bus Stop or Station – by Transit User Status

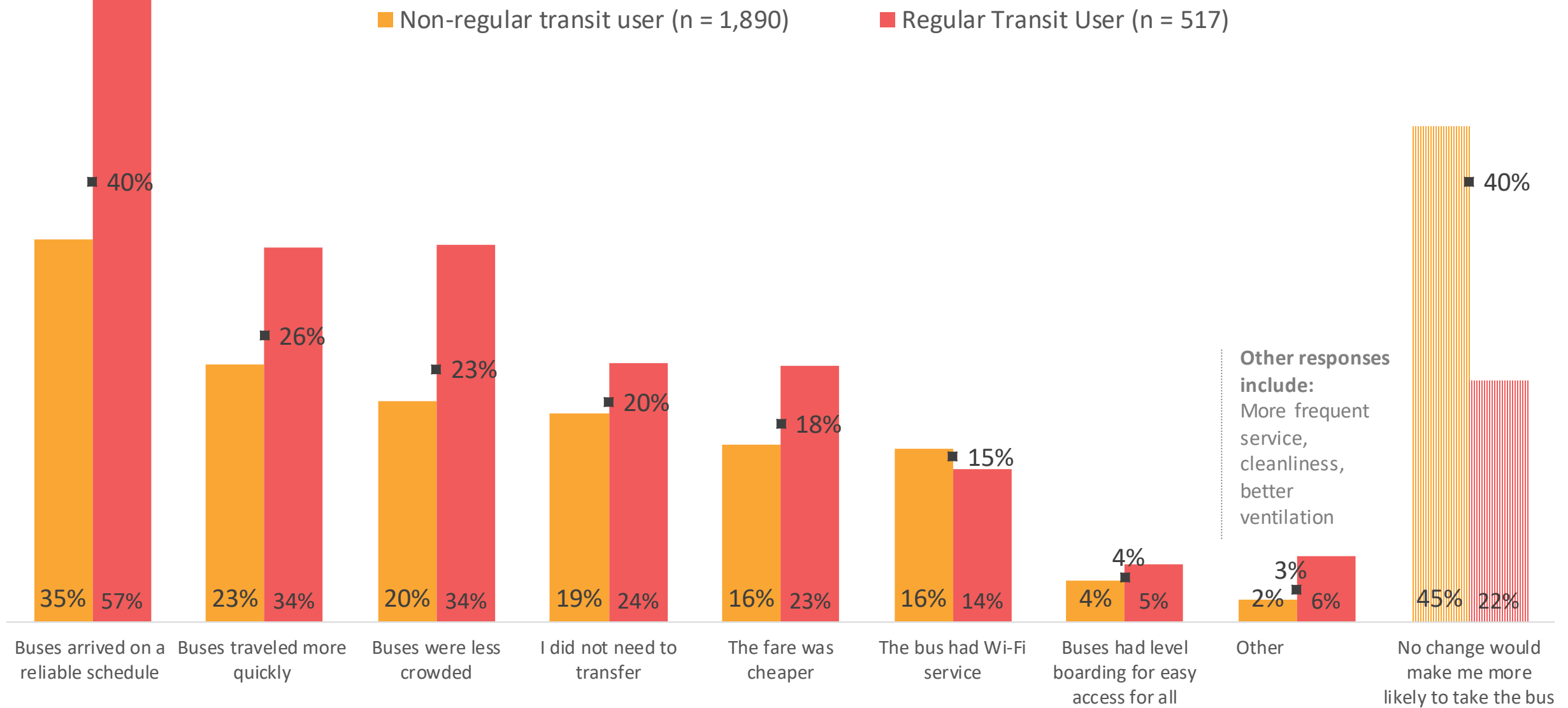
S2Q1. Which of the following changes to the bus stop or bus station would make you more likely to take a bus? I would be more likely to take the bus if the bus stop... (Choose up to 3 options)



*Each respondent could select up to three options

Changes to Bus Ride – by Transit User Status

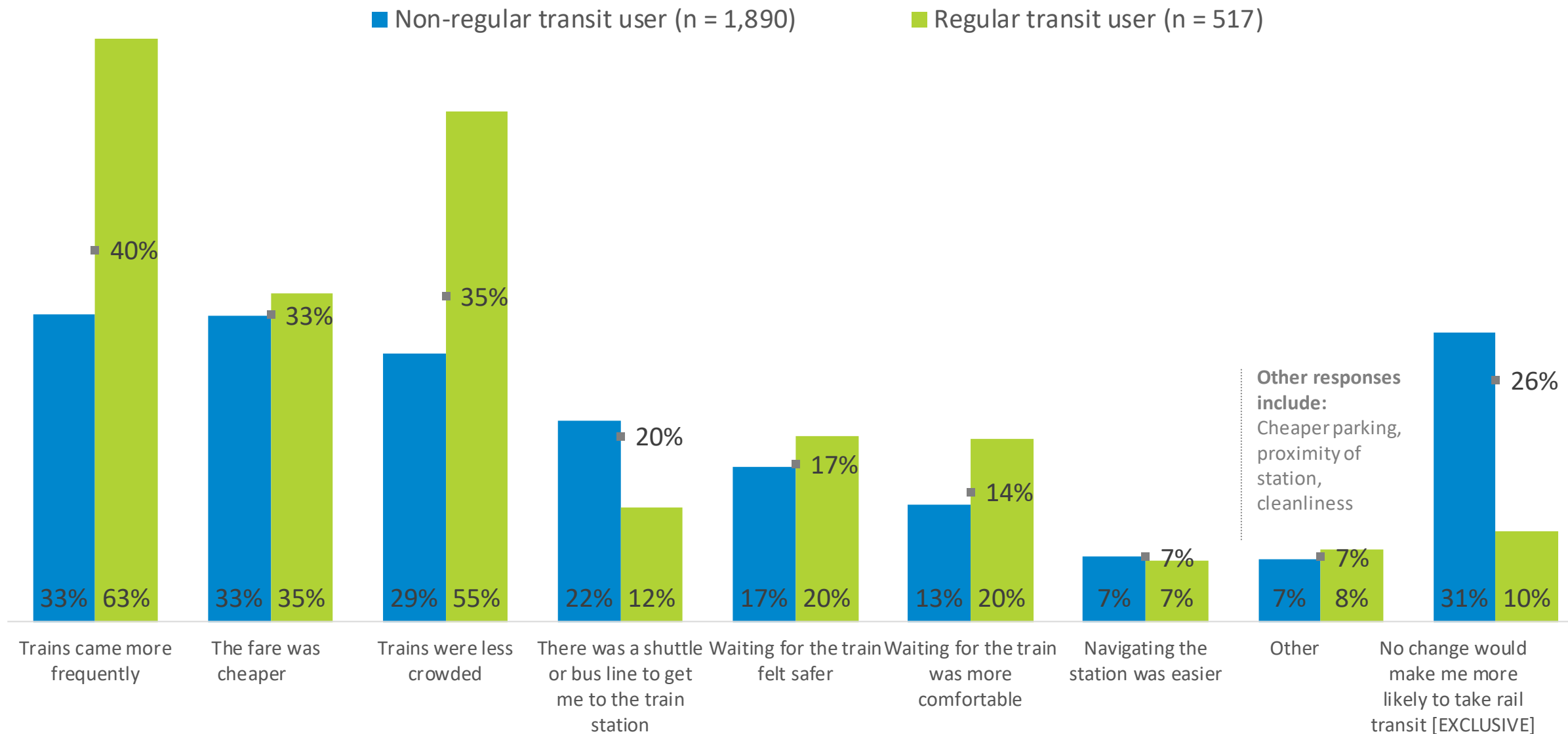
S2Q2. Now please think about the trip aboard the bus. Which of the following improvements to the bus ride experience would make you more likely to take the bus? I would be more likely to take the bus if... (Choose up to 3 options)



Changes to Rail transit – by Transit User Status

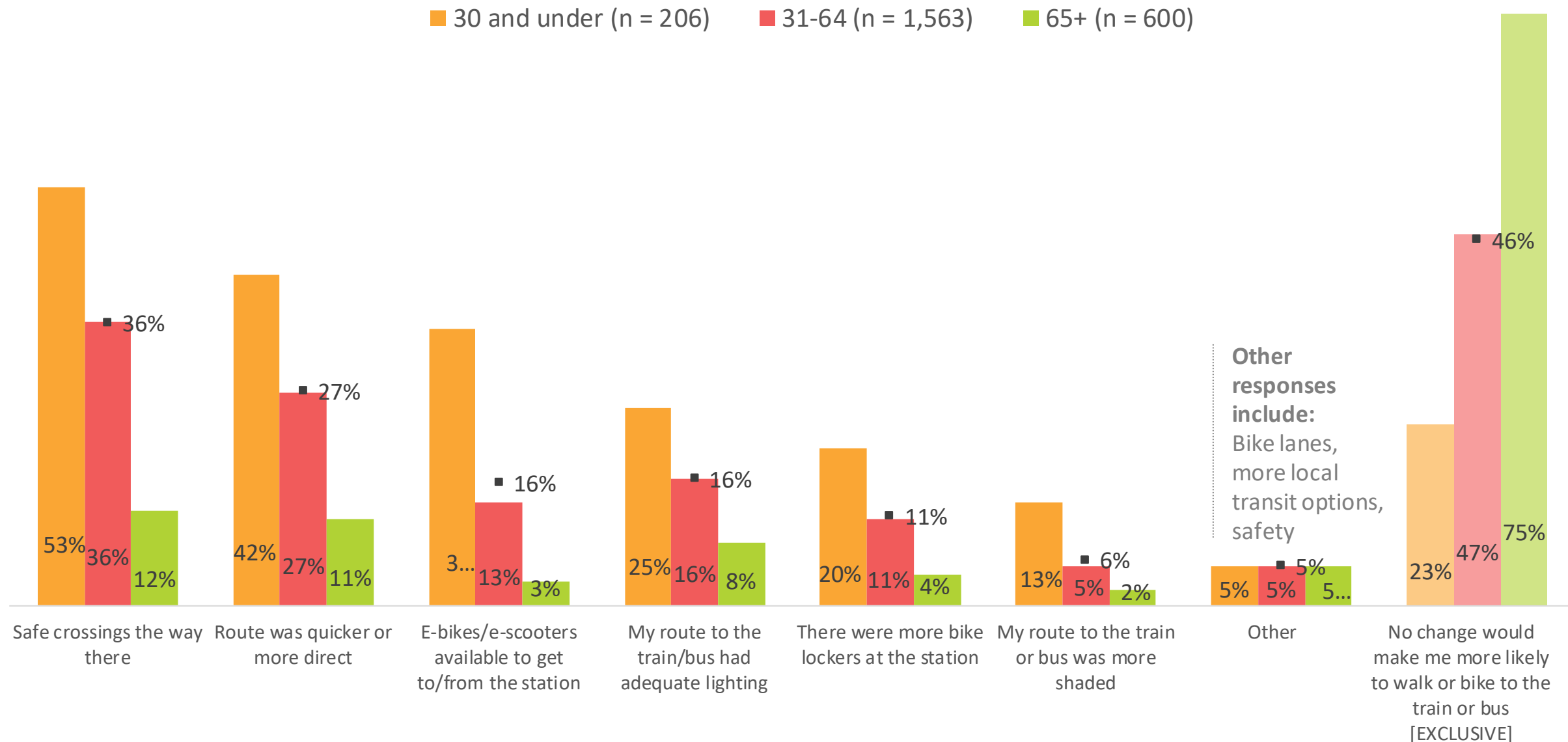
“Train” defined as Metrorail, commuter rail, other trains

S2Q3. Which of the following improvements would make you more likely to take rail transit (Metrorail, commuter rail, other trains)?
I would be more likely to take rail transit if... (Choose up to 3 options)



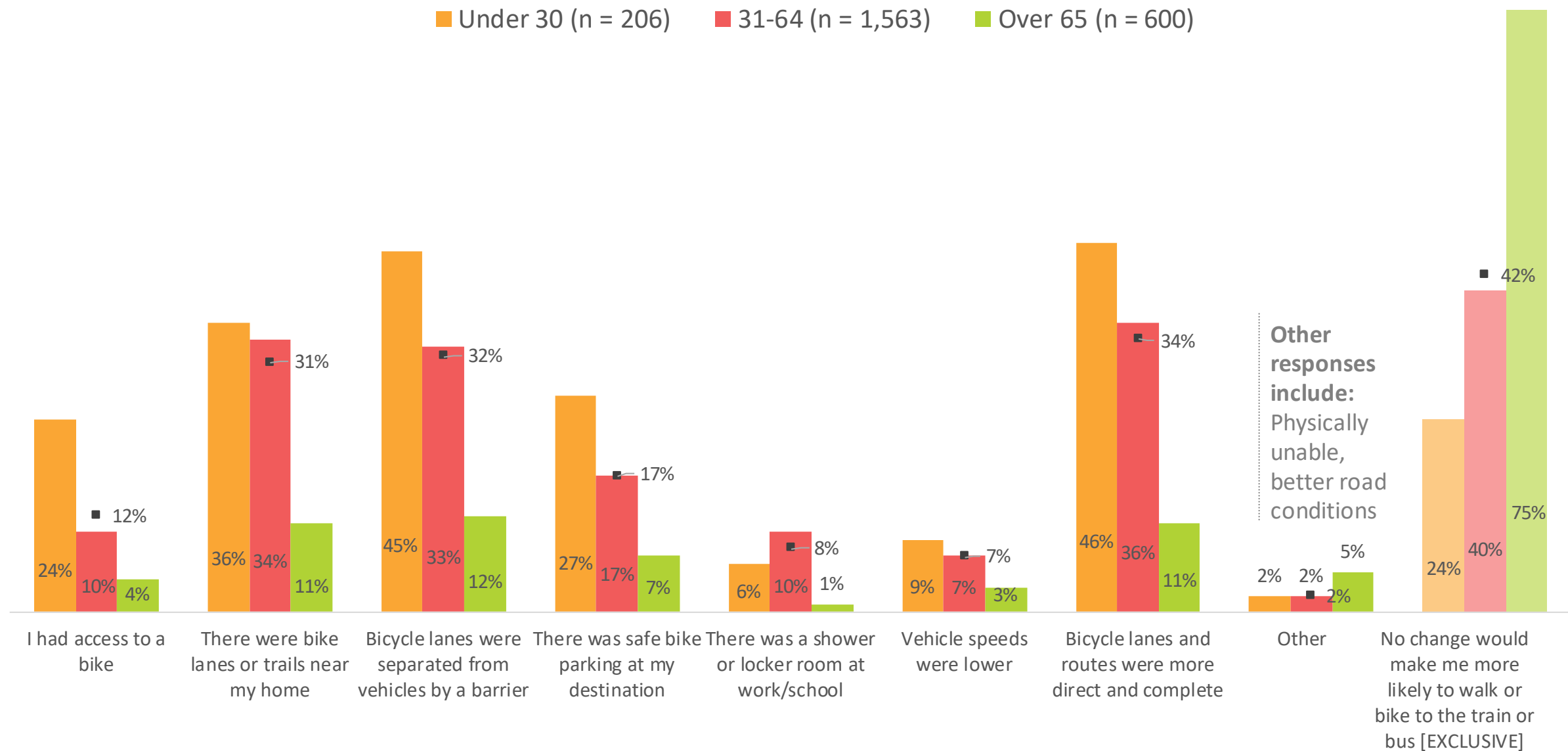
Changes to Encourage Walking, Biking to Transit – by Age

S2Q4. Which of the following improvements would make you more likely to walk, bike or take an e-powered or mobility device to the train station or bus stop?
 I would be more likely to walk, bike, or use an e-powered or mobility device to the train or bus if... (Choose up to 3 options)



Changes to Encourage Bicycling – by Age

S2Q6. Which of the following improvements would make you more likely to use a bicycle? I would be likely to bike more if... (Choose up to 3 options)



Broader Opinion Questions

Support for Sidewalk and Street Uses

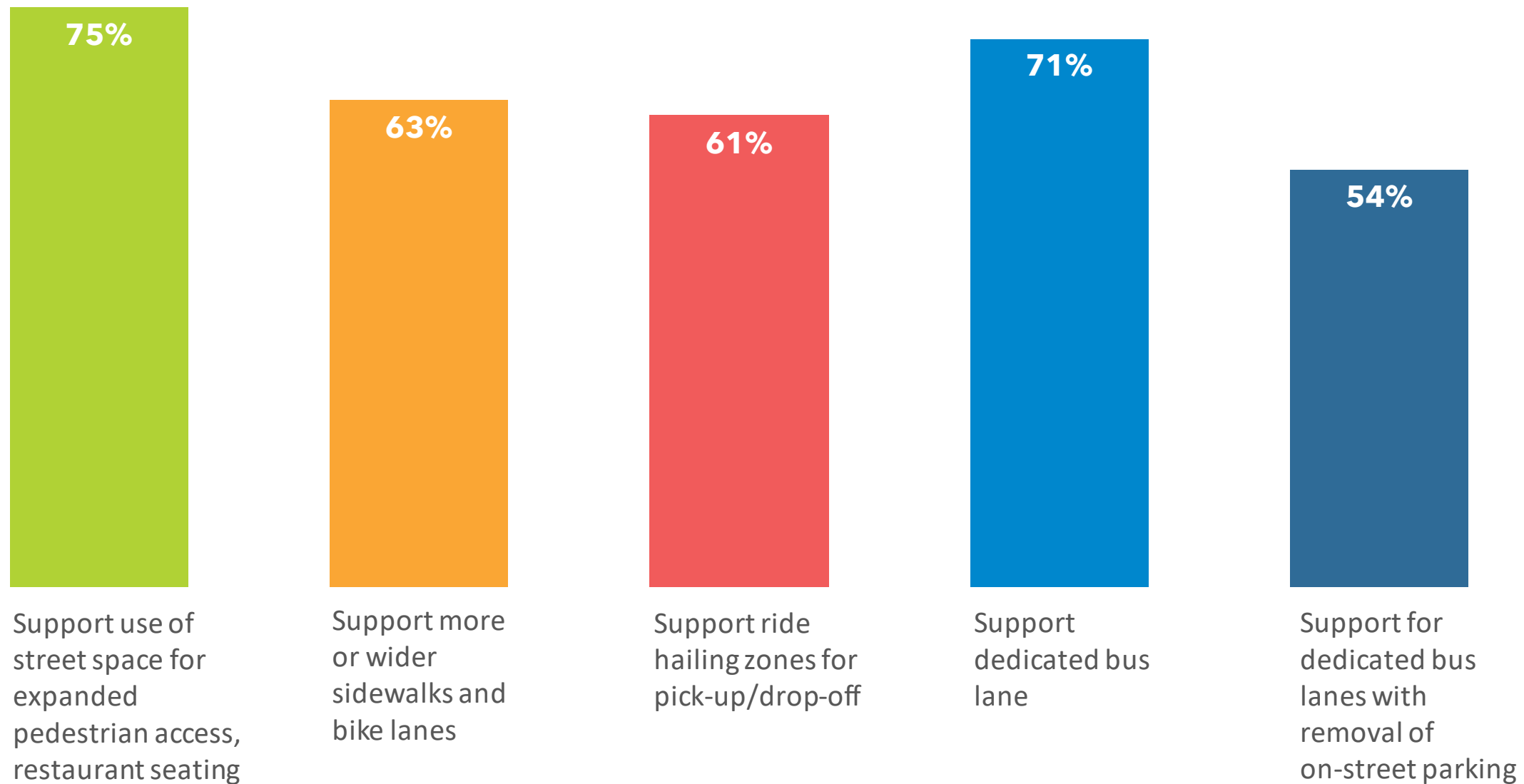
S1Q24. One year after the COVID-19 pandemic is over, would you support the continued use of street space/parking space for these kinds of purposes?

S2Q8. Do you support constructing more or wider sidewalks and bike lanes if it meant a reduction in parking availability?

S2Q7. Do you support providing ride-hailing zones for pick-up and drop-off on the street if it meant a reduction in parking availability?

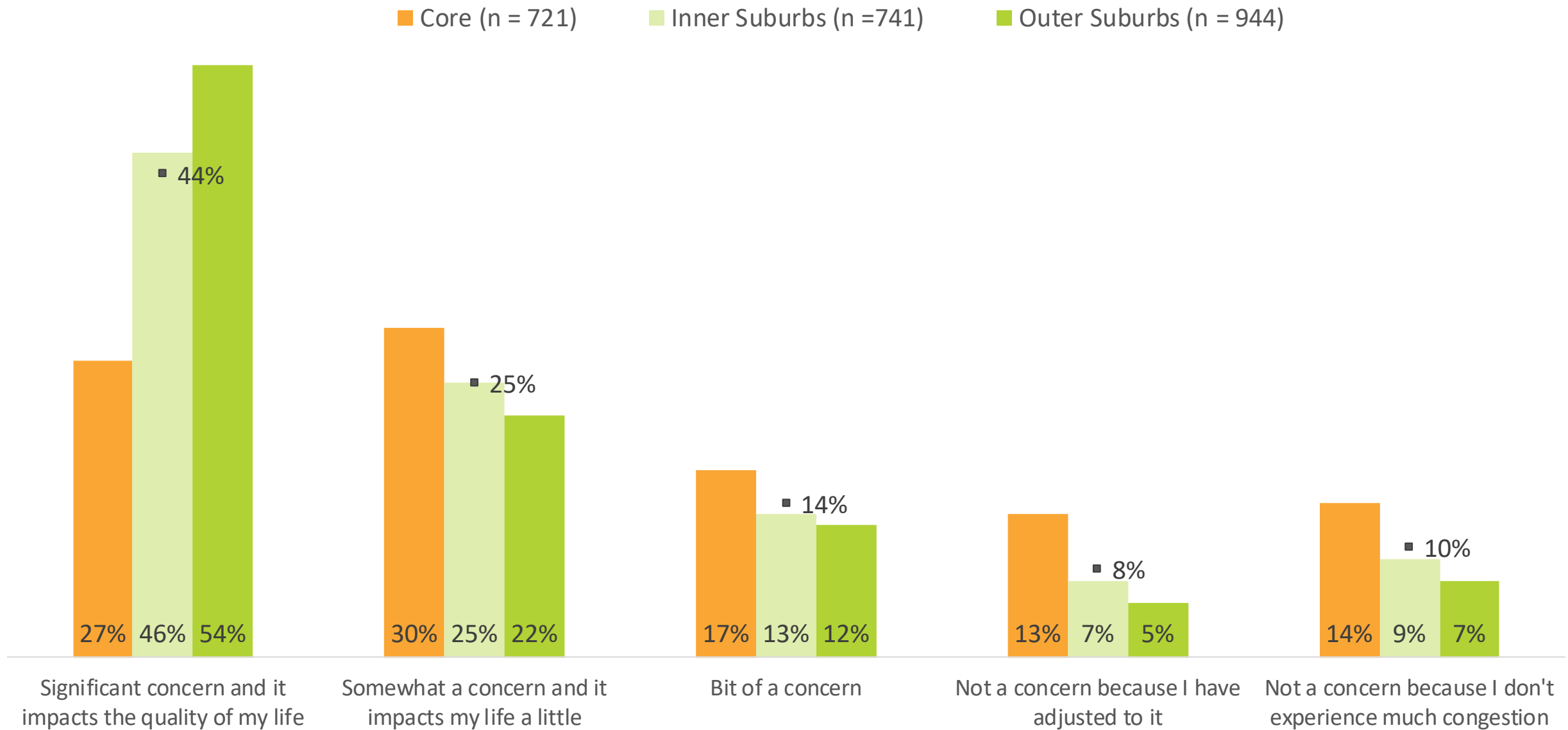
S2Q12. To avoid congestion and make bus trips faster, would you support dedicating a travel lane for mostly bus use?

S2Q13. To enable buses to travel in their own lane, would you support the removal of a lane of on-street parking?



Impact of Traffic Congestion on Quality of Life

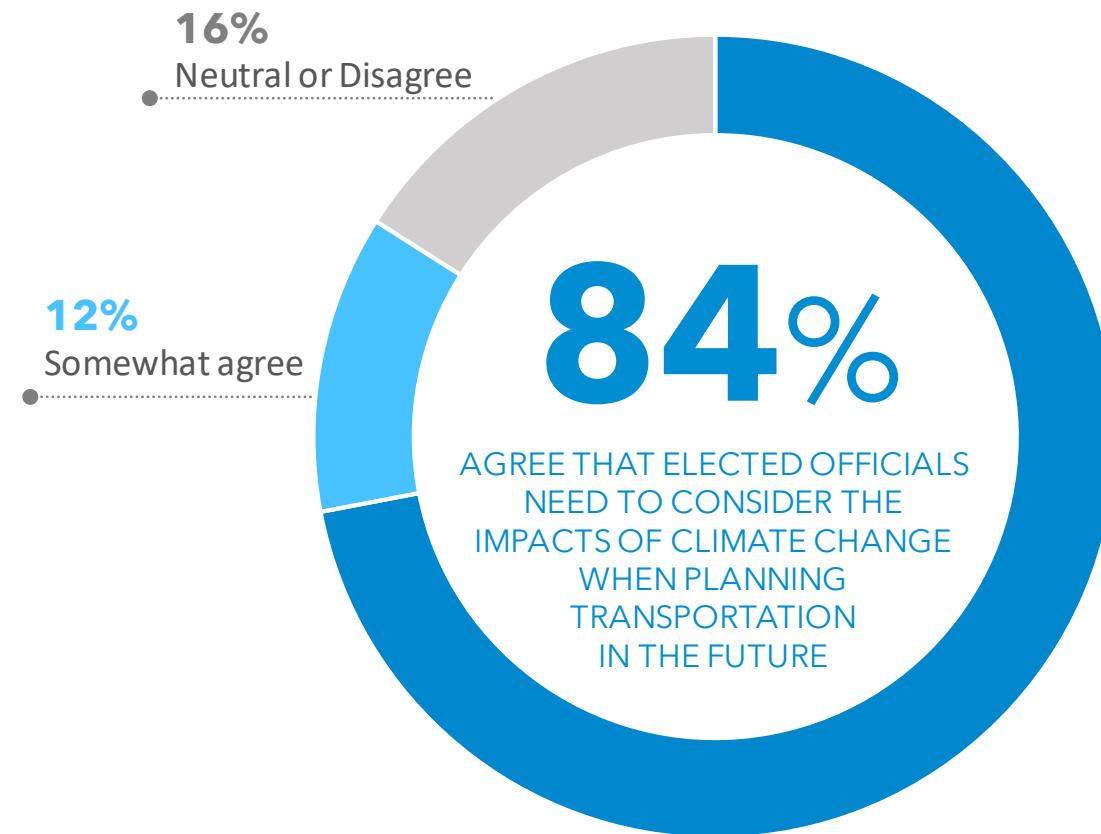
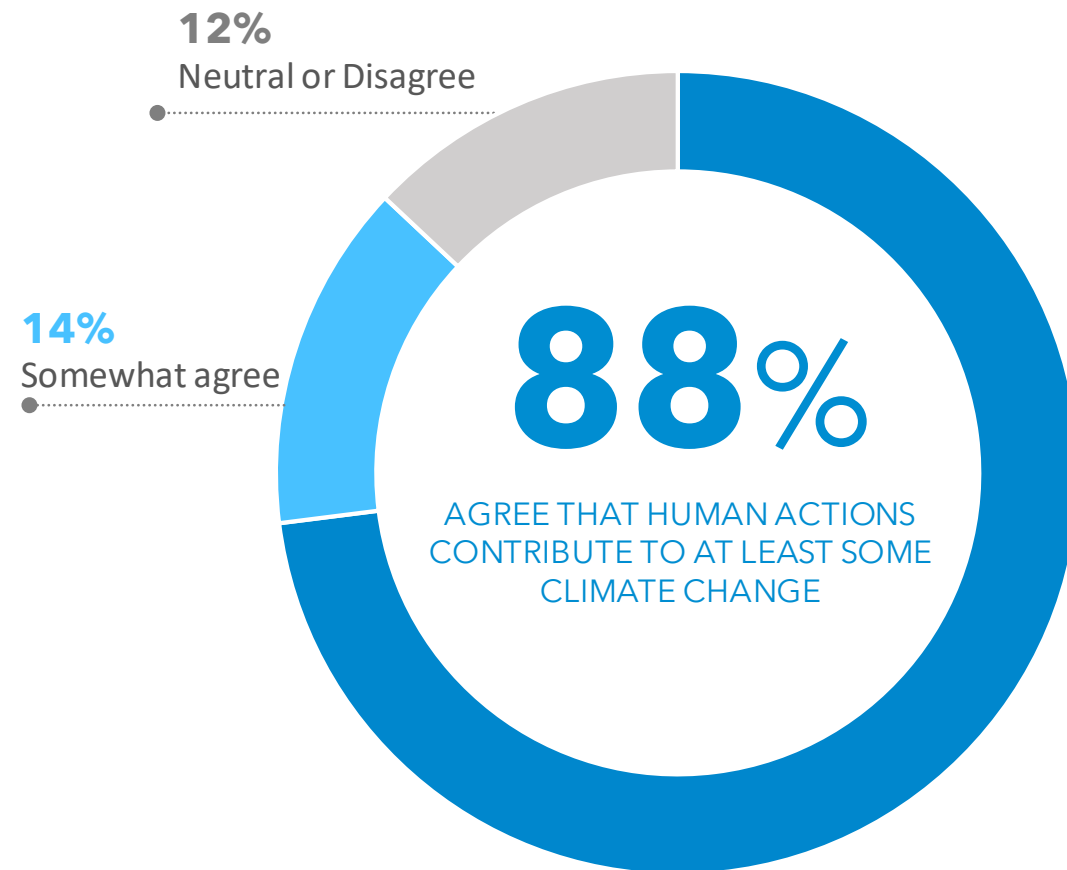
S2Q11. How big a concern is traffic congestion to you personally?



Public Opinion of Climate Change

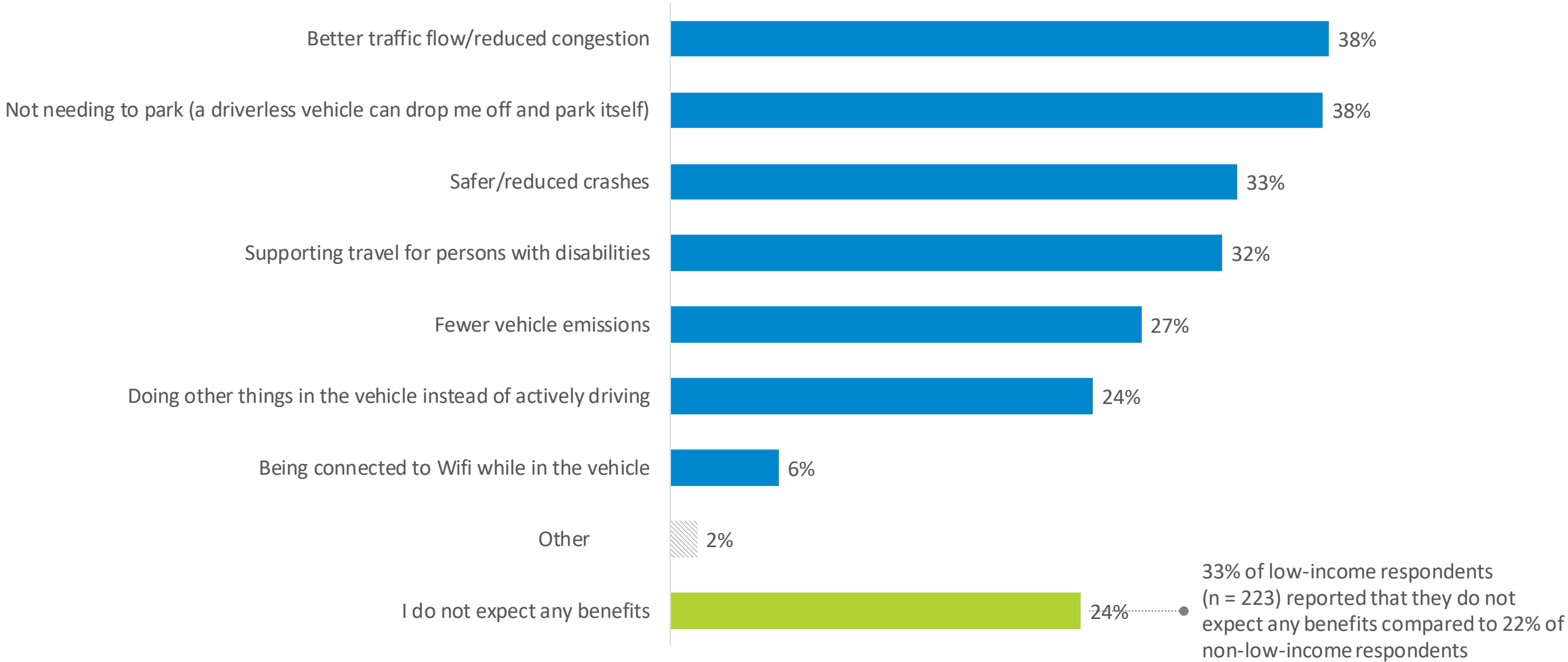
S3Q2. How much do you agree or disagree that human actions contribute to at least some climate change?

S3Q1. How much do you agree or disagree with the following statement? Elected officials need to consider impacts of climate change when planning for transportation in the future.



Benefits of Driverless Cars

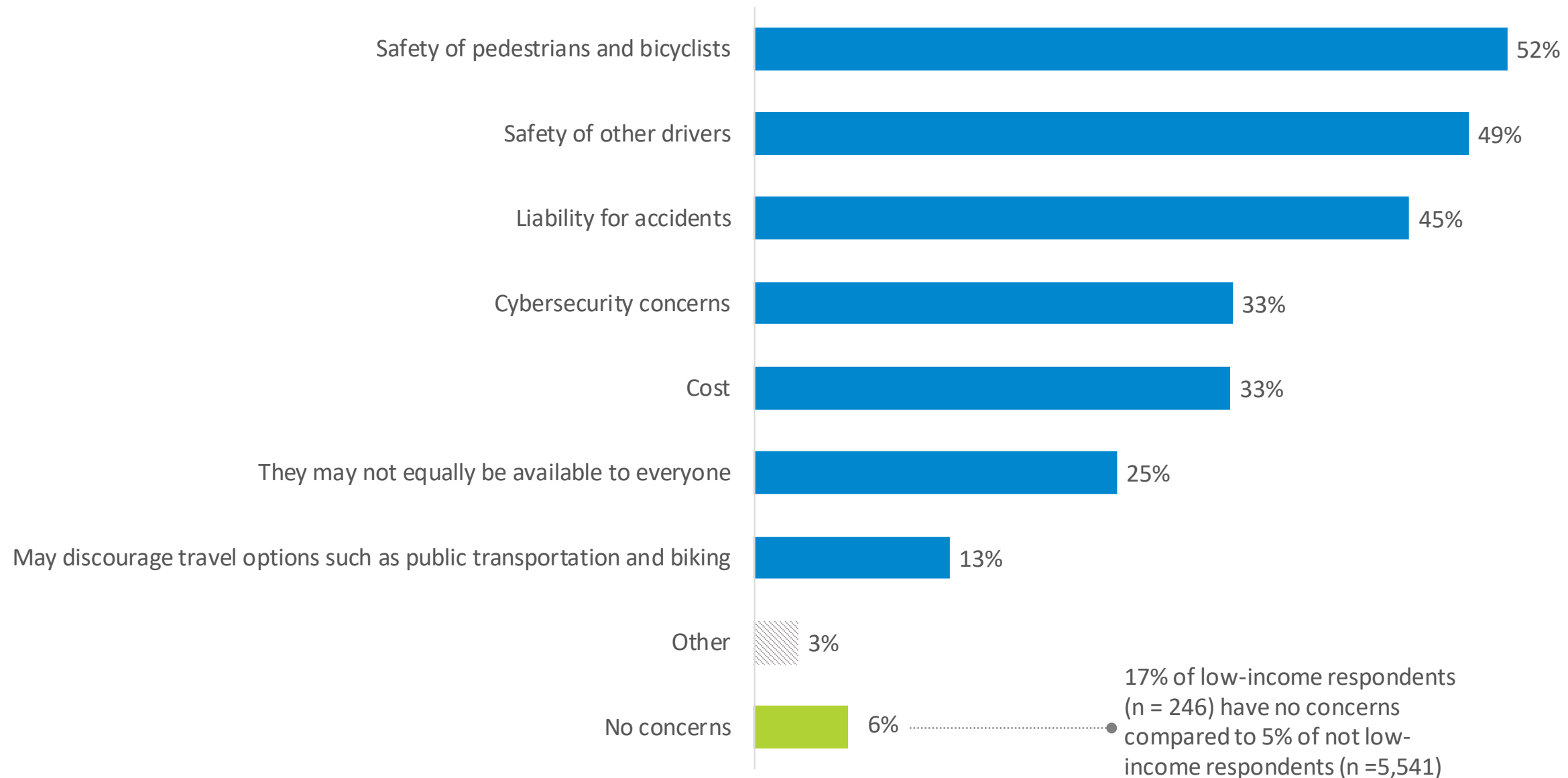
S3Q4. How might the availability of driverless cars benefit you or others in the Washington region? (Choose up to 3 options)



N = 2,407, Respondents identified up to 3 options

Concerns about Driverless Cars

S3Q5. What concerns, if any, do you have about driverless cars? (Choose up to 3 options)



N = 2,407, Respondents identified up to 3 options

Transportation Equity

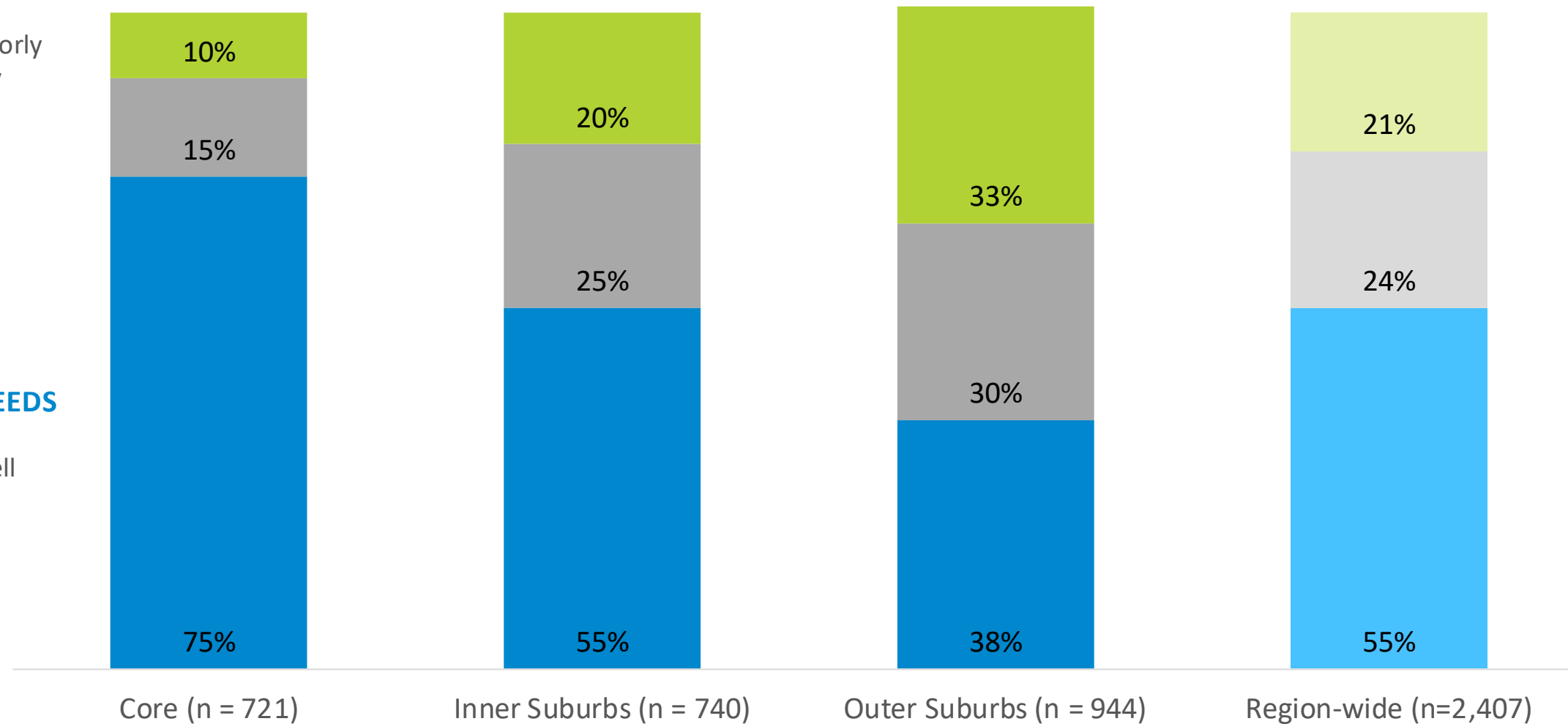
Transportation System Meeting Needs – by Region

S3Q6. How well do you feel the region's current transportation system meets your travel needs?

NOT MEETING NEEDS
Somewhat poorly or Very poorly

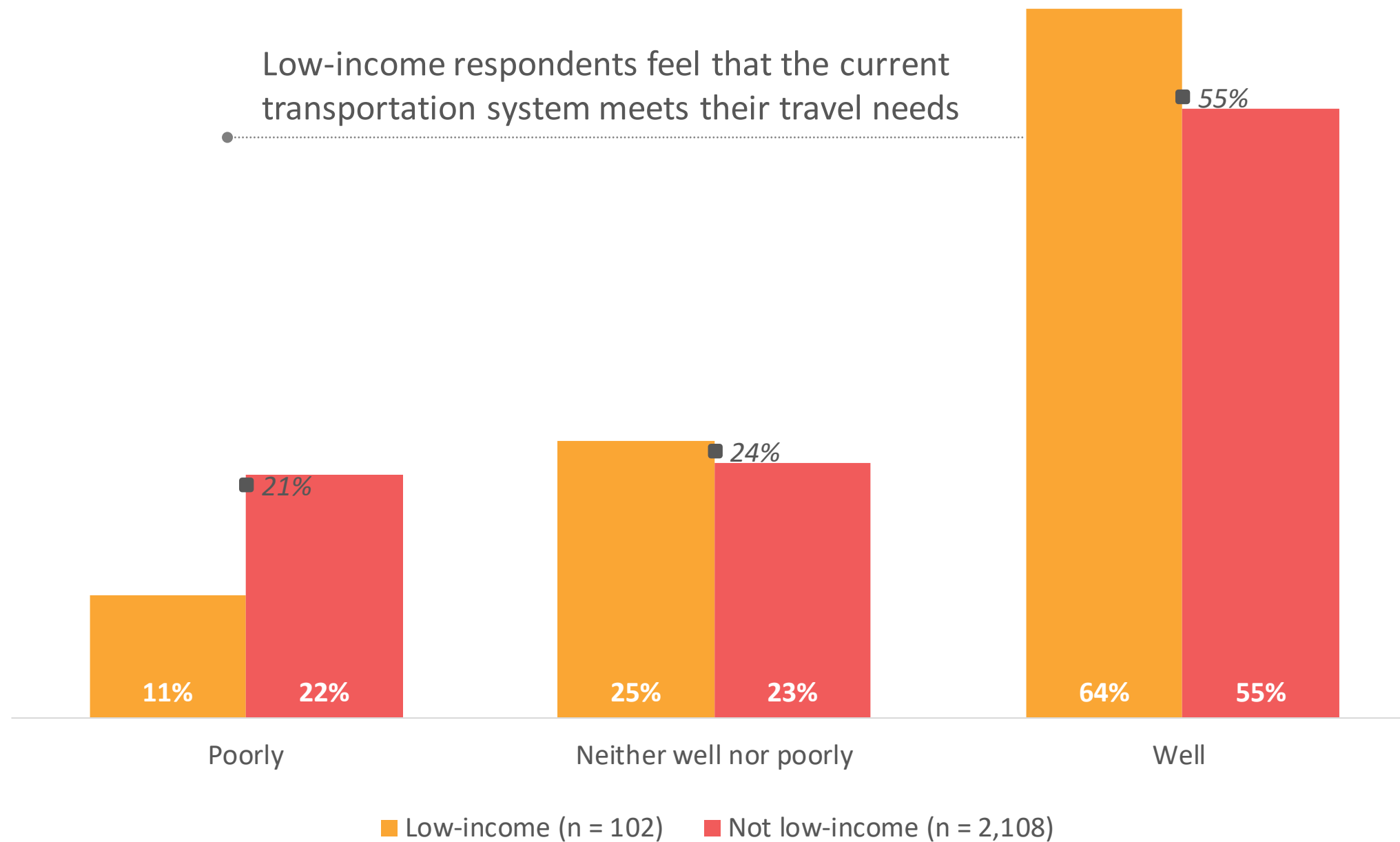
NEUTRAL

MEETING NEEDS
Very well or Somewhat well



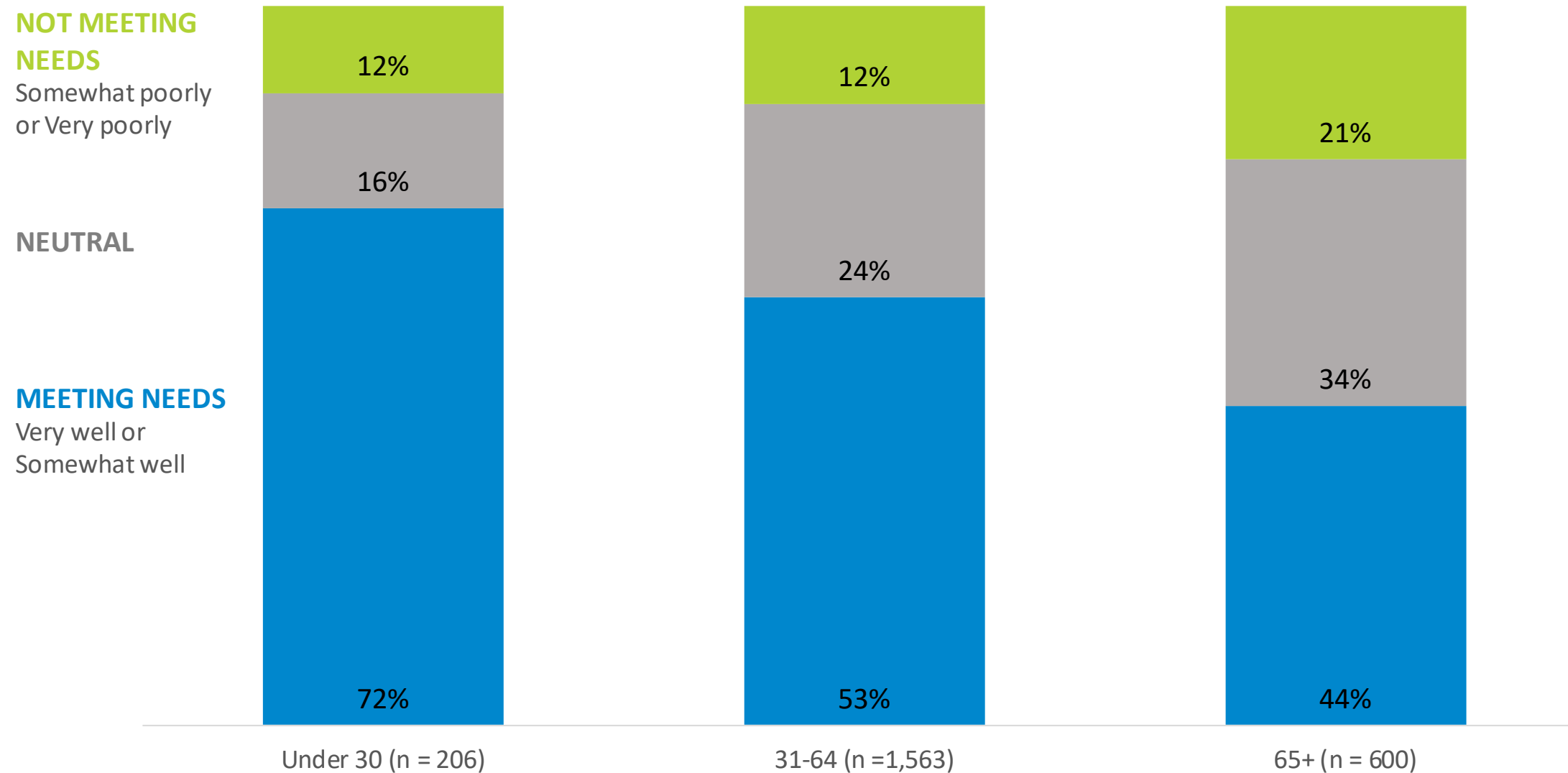
Transportation System Meeting Needs – by Income

S3Q6. How well do you feel the region's current transportation system meets your travel needs?



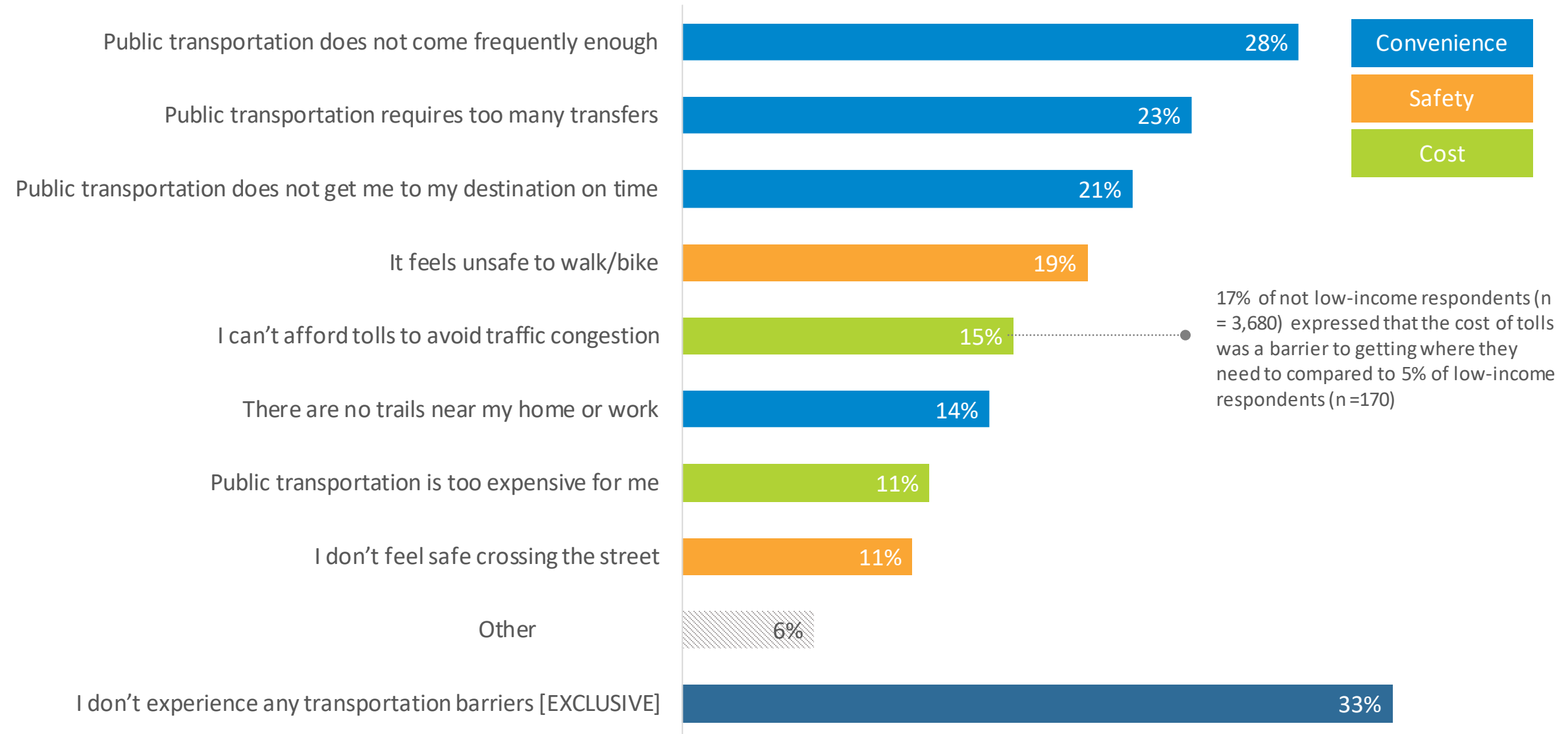
Transportation System Meeting Needs – by Age

S3Q6. How well do you feel the region's current transportation system meets your travel needs?



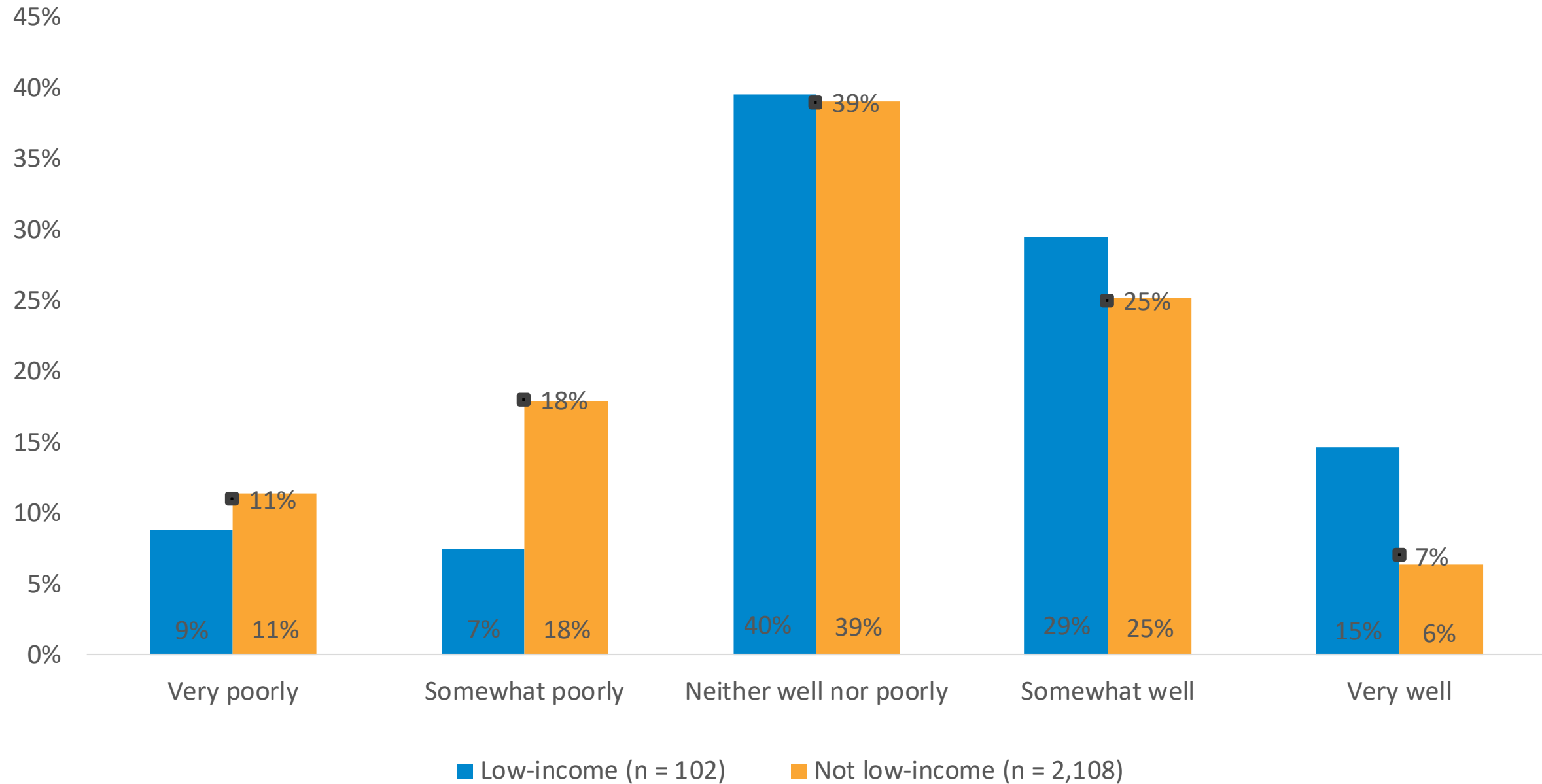
Experience with Transportation Barriers

S3Q7. Do you experience any of the following barriers to getting where you need to go from where you live? (Choose up to 3)



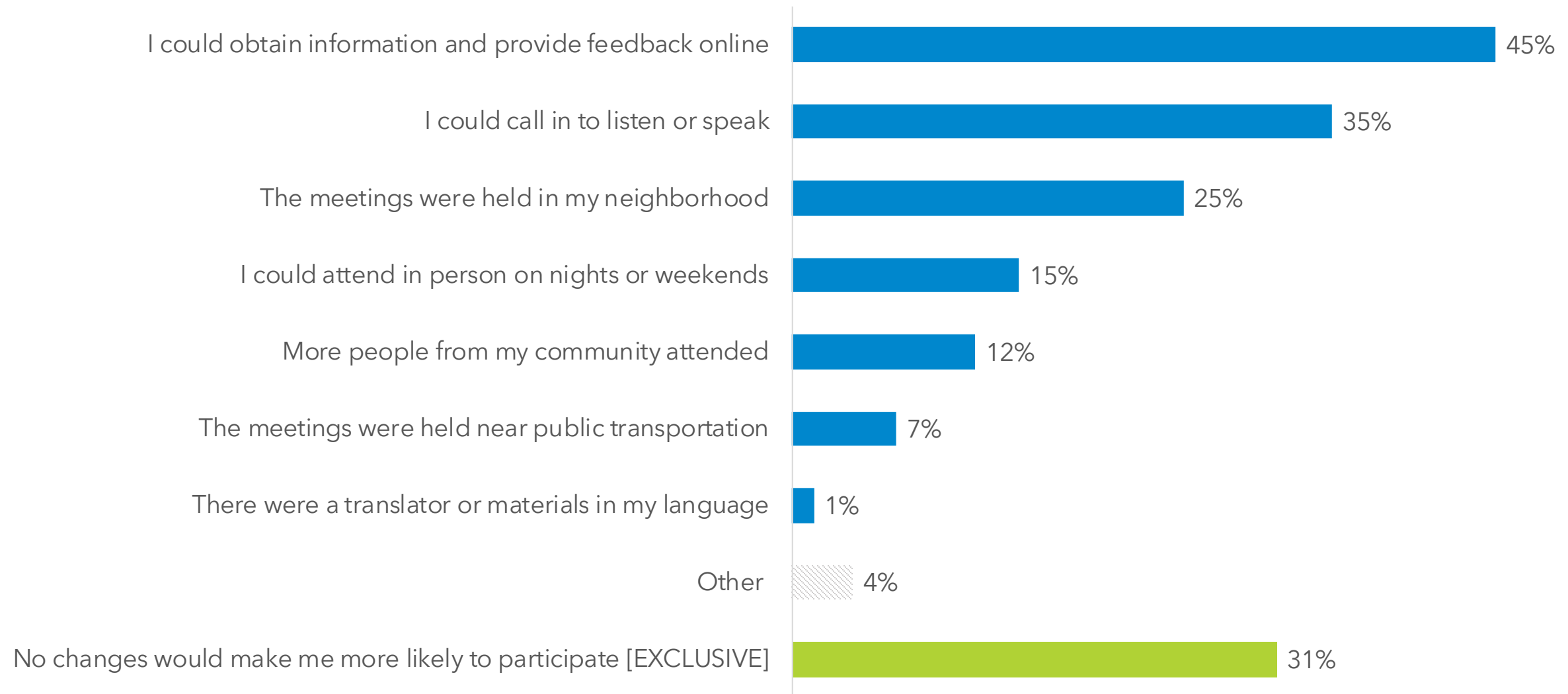
Needs Addressed by Decision-Makers – by Income

S3Q8. *How well do you feel your transportation needs and concerns are being addressed by decision makers?*



Participation in Public Meetings

S3Q9. *I would be more likely to participate in public meetings about transportation if: (Choose up to 3)*



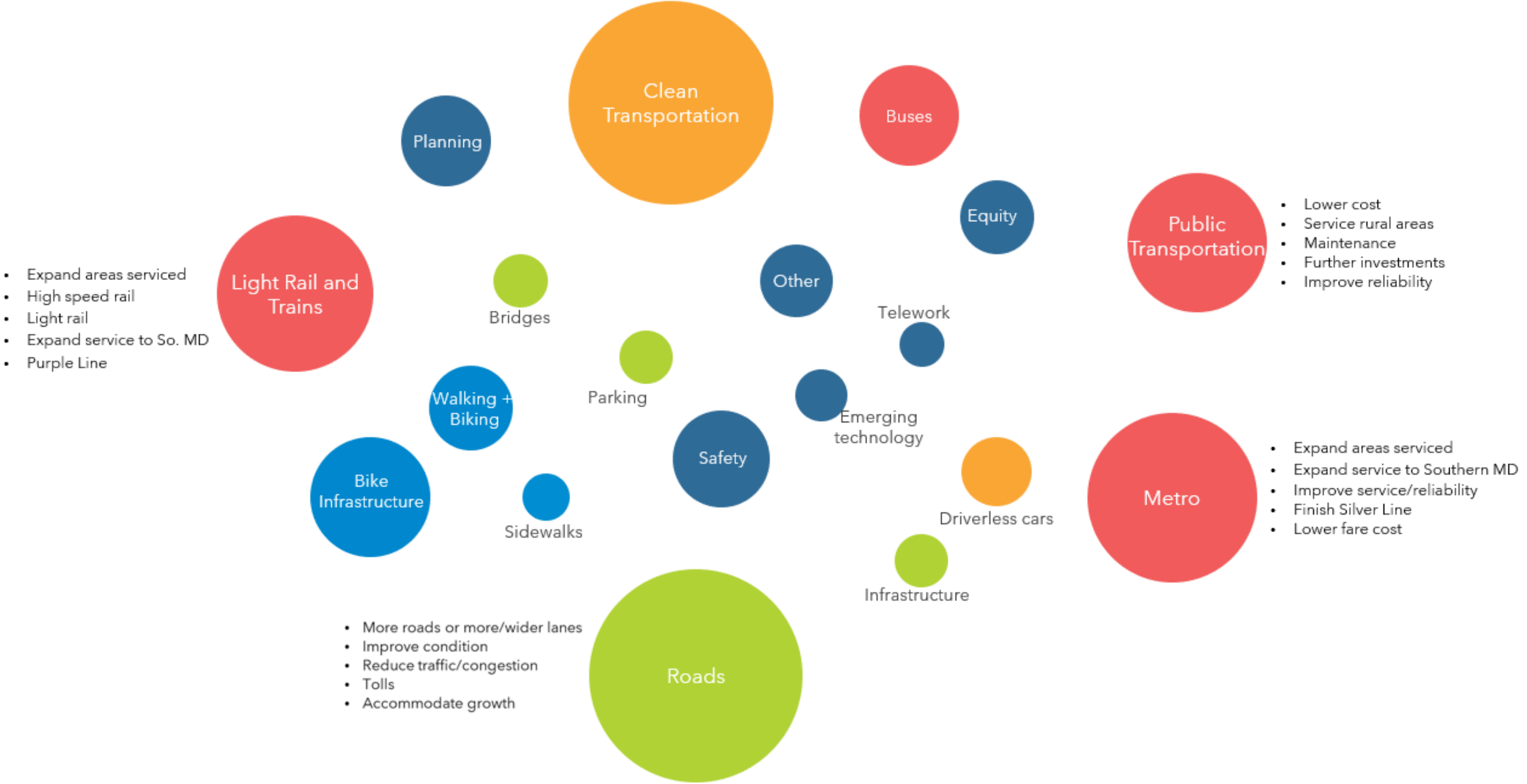
N = 2,407, Respondents identified up to 3 options

Future Transportation Investments

The survey included a broad open-ended question which asked respondents to consider:

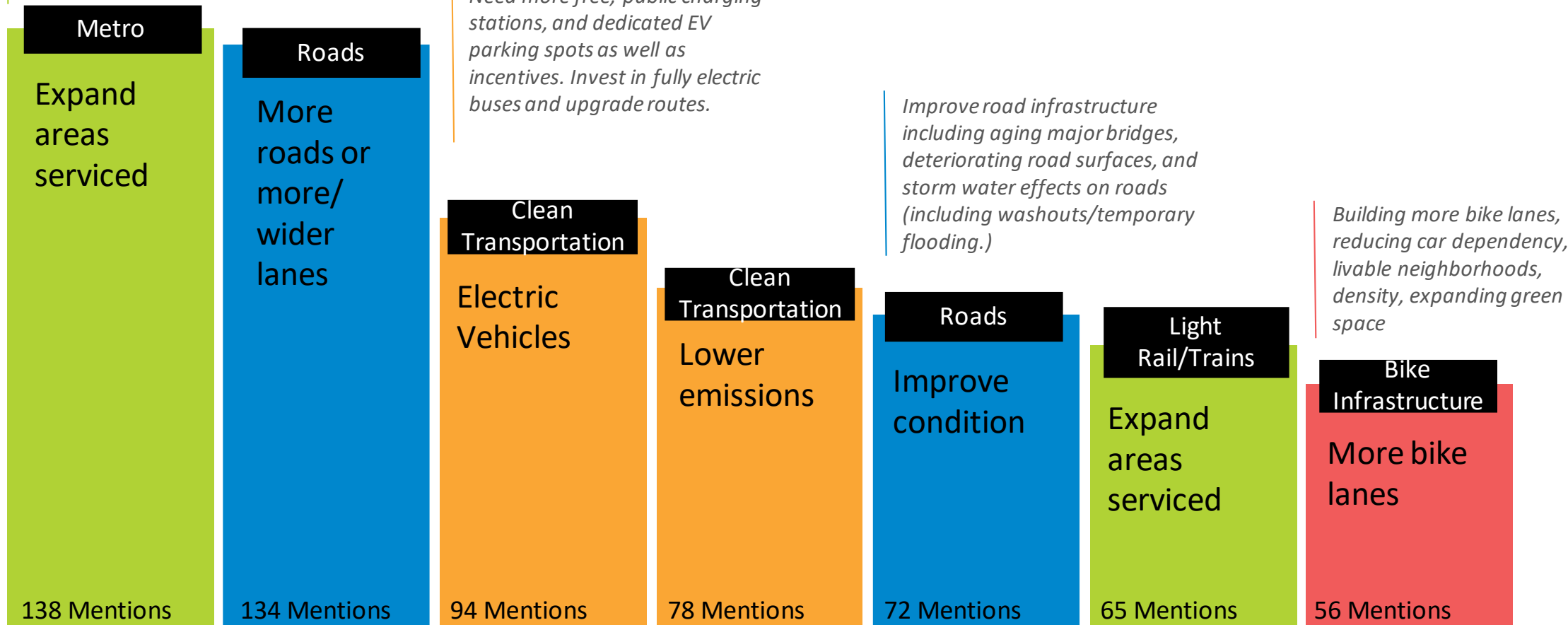
What transportation investments should we make today that future generations will thank us for tomorrow?

- Electric Vehicles
- Lower emissions
- Alternative fuels
- Greener/more efficient alternatives
- Reduce care use/dependence



S3Q10. What transportation investments should we make today that future generations will thank us for tomorrow? [Top primary and secondary codes]

Our metro access/plan in the region is quite inconvenient when major transfers can only happen at the Metro Center...if there are more sub station connections ... it would provide more access.



Invest heavily in infrastructure that supports electric vehicles. Need more free, public charging stations, and dedicated EV parking spots as well as incentives. Invest in fully electric buses and upgrade routes.

Improve road infrastructure including aging major bridges, deteriorating road surfaces, and storm water effects on roads (including washouts/temporary flooding.)

Building more bike lanes, reducing car dependency, livable neighborhoods, density, expanding green space

Expanding roads in congested and soon to be congested (ehem, Potomacyard with Amazon) areas now before it gets too bad.

Anything we can do to reduce our carbon footprint would be appreciated.

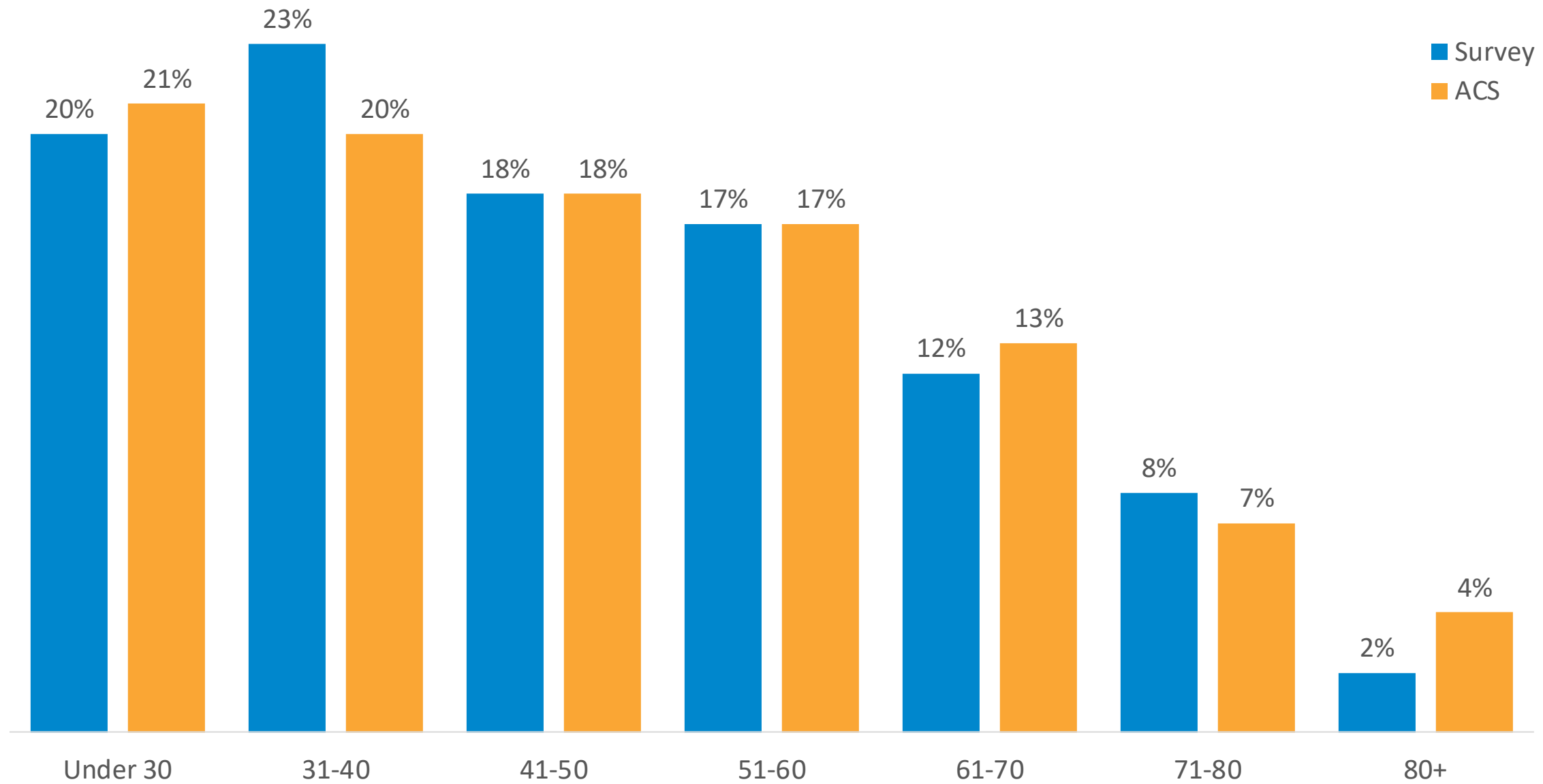
Extend rail services beyond the current metro region in areas not yet developed for new subdivisions.

Thank you

Appendix

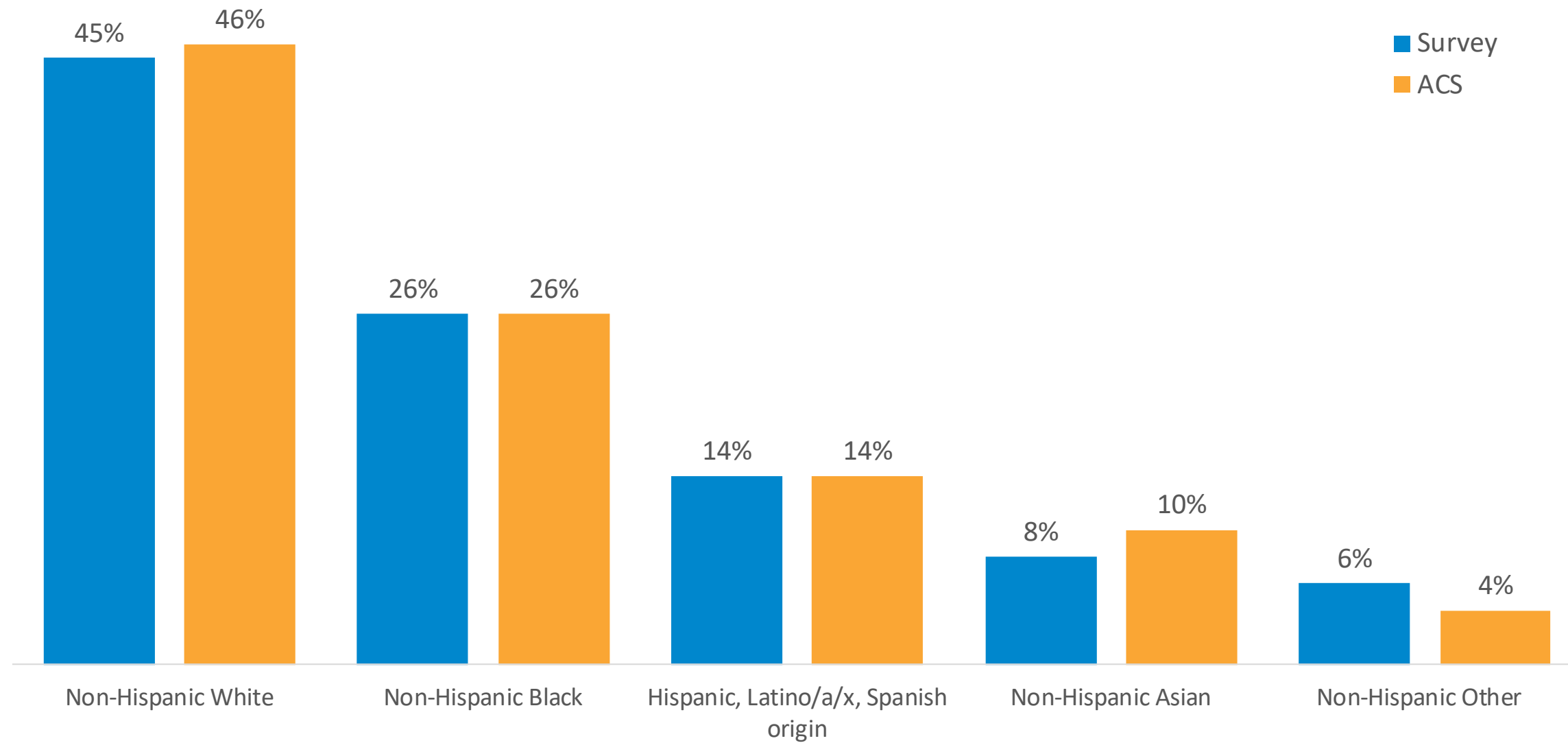
Respondent Age Distribution

D5. In what year were you born?



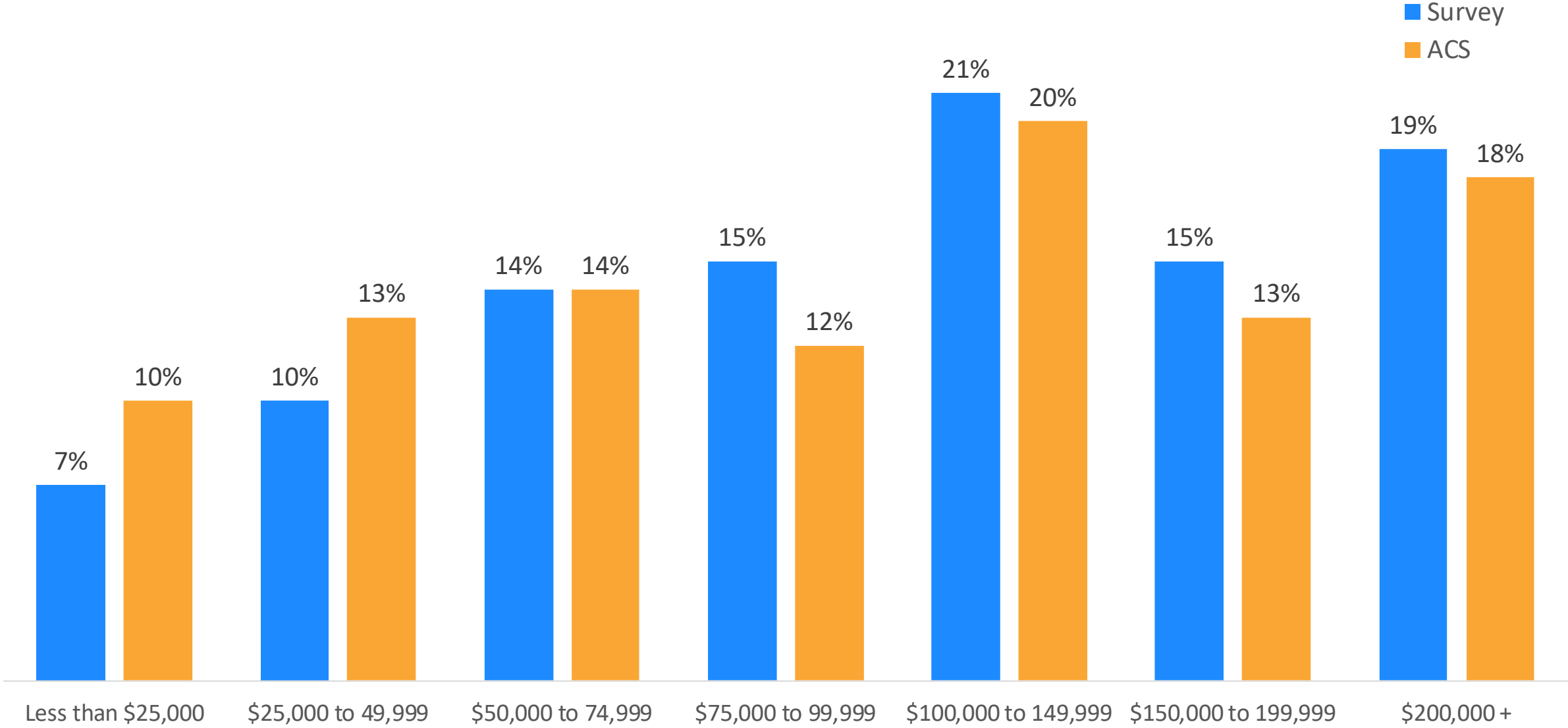
Respondent Racial/Ethnic Background

D7. Which of the following best describes you? Please select all that apply.



Respondent Income Distribution

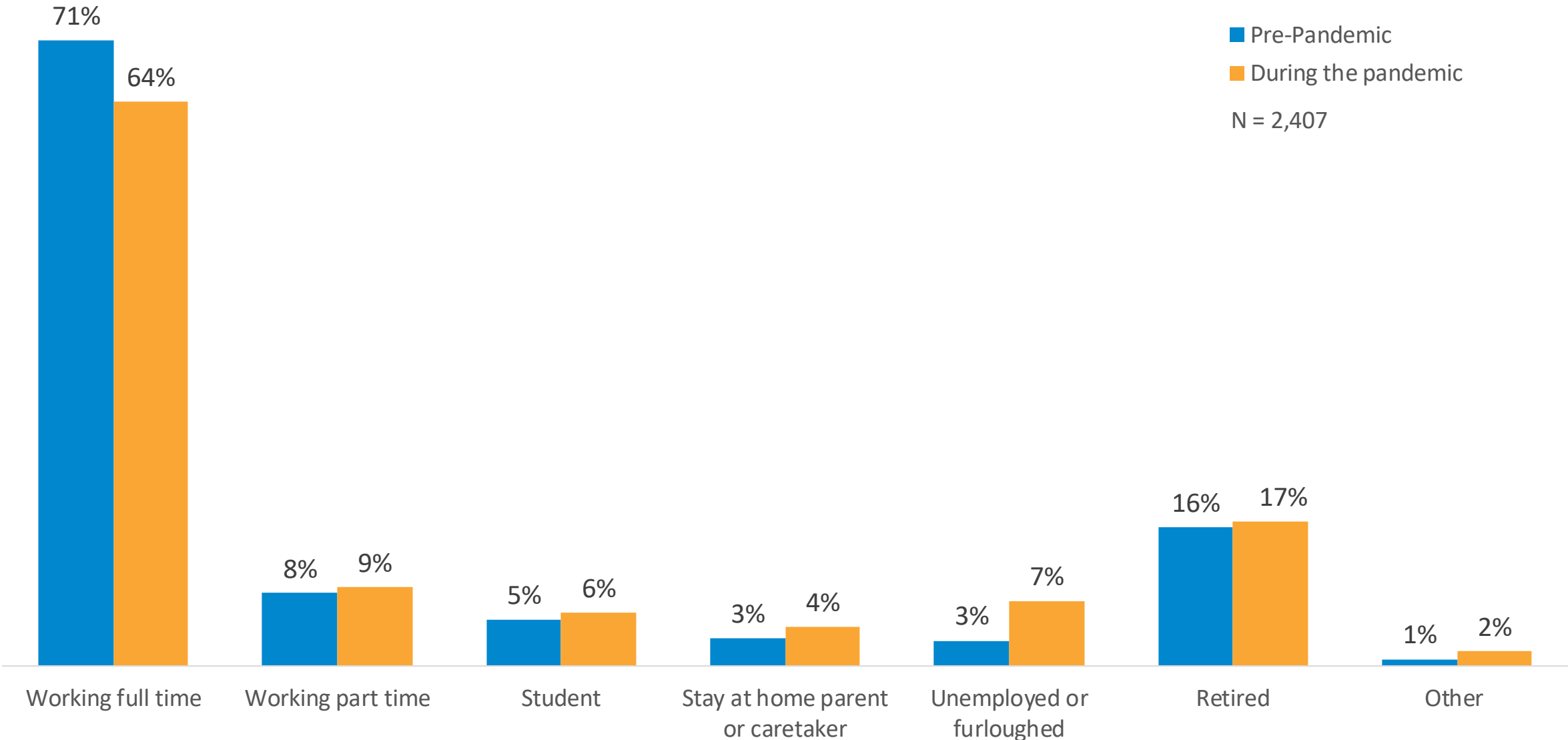
D9. What was your total household income from all sources in 2019 before taxes?



Employment Before and During Pandemic

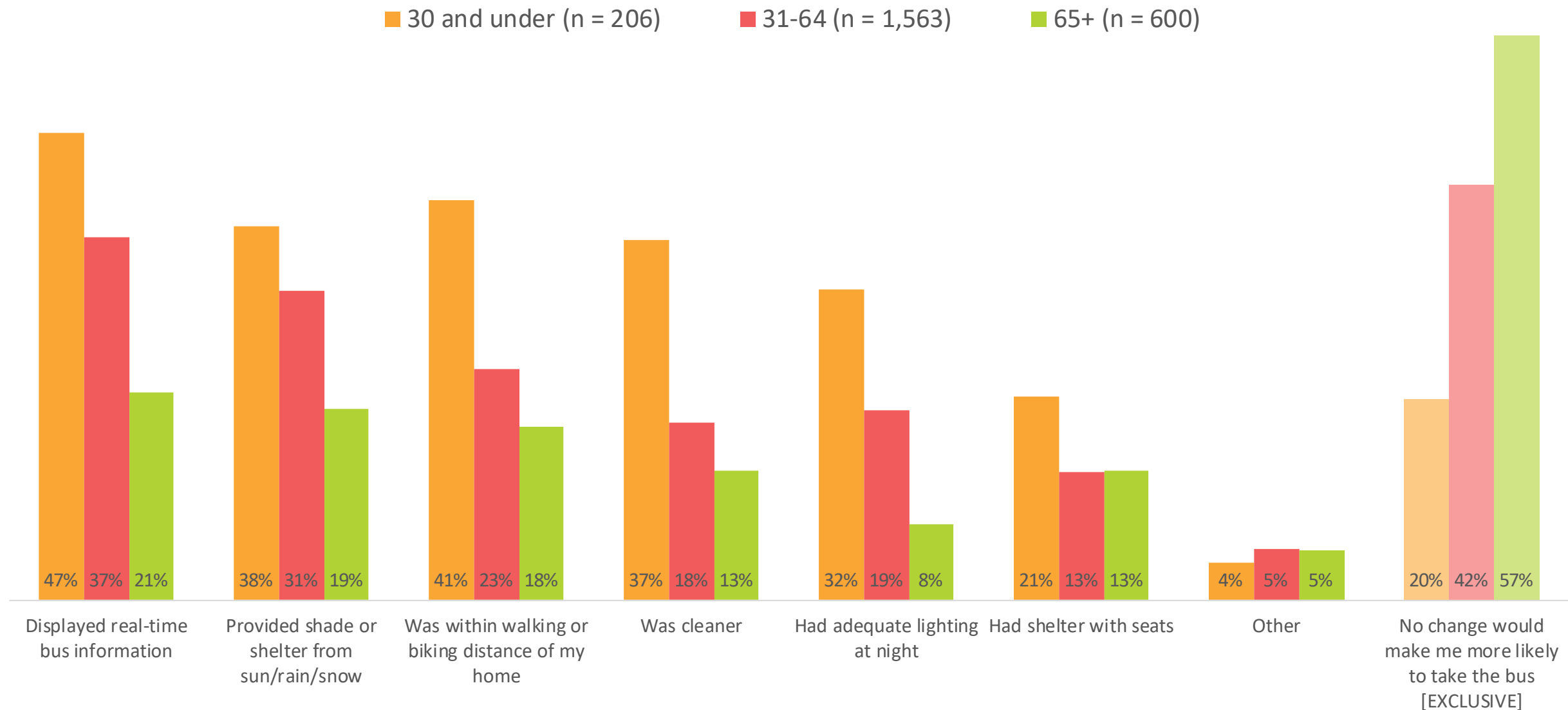
S1Q13. Before the COVID-19 pandemic, what was your employment situation? (Select all that apply)

S1Q14. What is your current employment situation during the COVID-19 pandemic? (Select all that apply)



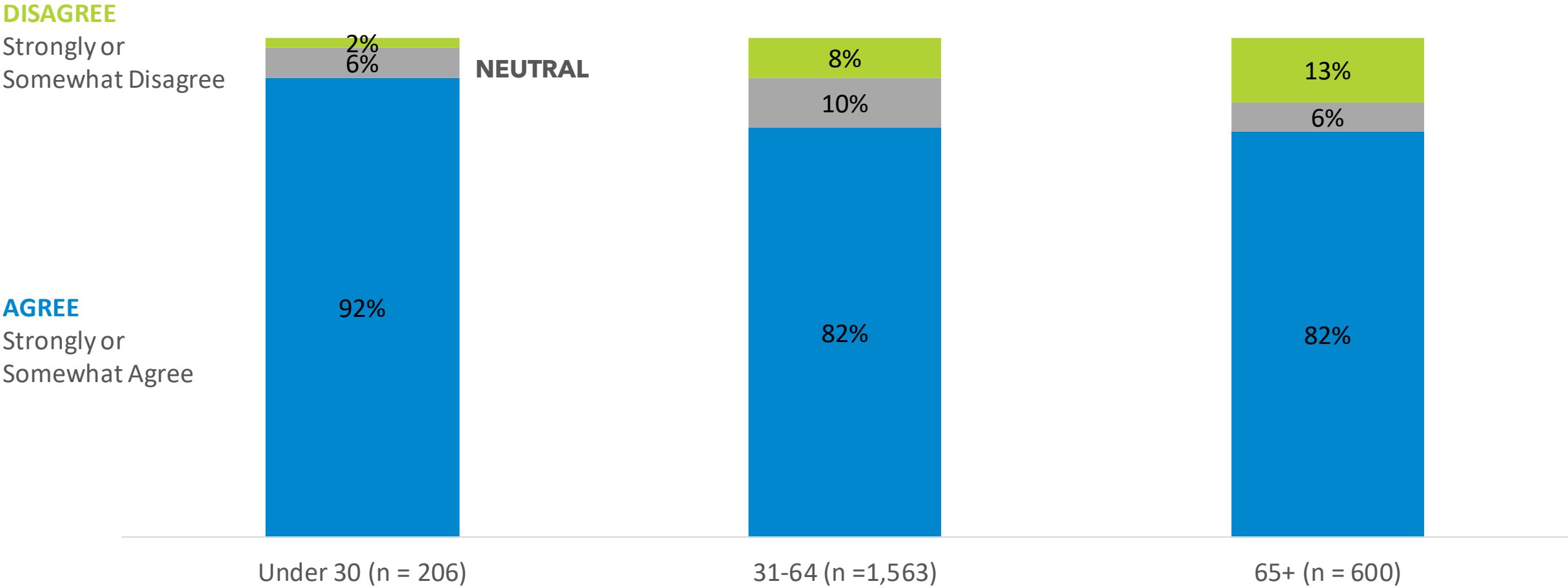
Changes to Bus Stop or Station – by Age

S2Q1. Which of the following changes to the bus stop or bus station would make you more likely to take a bus? I would be more likely to take the bus if the bus stop... (Choose up to 3 options)



Elected Officials Must Consider Climate Change – by Age

S3Q1. How much do you agree or disagree with the following statement? Elected officials need to consider impacts of climate change when planning for transportation in the future.



ITEM 10 – Information

February 17, 2021

Priority Airport Ground Access Projects

Background:

The board will be briefed on the priority projects included in Visualize 2045 that support airport ground access. These projects were recommended by the Aviation Technical Subcommittee as part of TPB's Continuous Airport Systems Planning Program and are important because of their potential to improve access to the region's three major commercial airports: BWI, DCA, and IAD.



MEMORANDUM

TO: National Capital Region Transportation Planning Board
FROM: Arianna Koudounas, TPB Transportation Planner
SUBJECT: Priority Airport Ground Access Projects
DATE: February 11, 2021

BACKGROUND

The Metropolitan Washington Council of Governments (COG), in cooperation with the Federal Aviation Administration (FAA), the Maryland Aviation Administration (MAA), the Virginia Department of Aviation (VDOA), the District of Columbia Office of Planning (DCOP), the District Department of Transportation (DDOT) and the Metropolitan Washington Airports Authority (MWAA), has conducted a metropolitan airport system planning process for more than forty years. The Continuous Airport System Planning (CASP) program provides a regional process that supports the planning, development and operation of airport and airport-serving facilities in a systematic framework for the Washington-Baltimore Region. As part of this process, TPB staff, in consultation with the Aviation Technical Subcommittee, prepares ground access planning studies, including ground access forecast updates, travel time studies, and an assessment of priority projects, programs, and policies that support airport ground access. This memo contains a list of the priority projects included in Visualize 2045 that support airport ground access. The full Regional Air System Plan document that this memo references can be found here: <https://www.mwcog.org/transportation/planning-areas/airports/casp-elements/regional-air-system-plan/>

PRIORITY ACCESS PROJECTS

The attachment to this memo identifies the projects contained in Visualize 2045 that the Aviation Technical Subcommittee identified to be important because of their potential to improve access to the region's three major commercial airports: Baltimore/Washington International Thurgood Marshall Airport (BWI), Washington Dulles International Airport (IAD), and Ronald Reagan Washington National Airport (DCA). Given how critically important the region's three major commercial airports are to the economic vitality of the Washington-Baltimore region, the Subcommittee recommends that these projects be given priority consideration for implementation. TPB staff will present an overview of these projects to the TPB at its February 17, 2021 meeting.

NEXT STEPS

To ensure regional aviation ground access needs and goals are addressed in the regional transportation planning process, the CASP planning cycle is synchronized with the regional Long-Range Transportation Plan (LRTP) update process. In general, the airport system planning process consists of a continuous cycle that begins with a regional air passenger survey, as shown in the

figure below. This survey is followed by forecasts of future air passenger travel and ground travel of these air passengers to and from the region's three commercial airports. These forecasts in turn lead to the development of a revised ground access plan for the region. The RASP Update is the synchronizing mechanism that links airport ground access needs to regional transportation planning. It is also the final and concluding step in the planning cycle. The next Washington-Baltimore Regional Air Passenger Survey will be the starting point of the next cycle. The precise timing of future RASP Updates will be based on need as well as aligning with each airport's strategic and master planning processes.

ATTACHMENT

Attachment 1

Visualize 2045 Project Recommendations

MDOT Interstate Roadway Projects

The following recommendations will help improve access from Virginia to Maryland.

- **Construct/Widen I-270 Toll Lanes**
 - From I-495 to I-270Y
 - From 4 + 2 HOV lanes to 4 + 2 HOV + 4 ETL
 - Completion date: 2025

- **Construct/Widen I-270 Toll Lanes**
 - From I-270Y to I-370
 - From 10 + 2 HOV lanes to 10 + 2 HOV + 4 ETL
 - Completion date: 2025

- **Construct/Widen I-495 Toll Lanes**
 - From Virginia State line / Potomac River (including American Legion Bridge) to I-270Y
 - From 8/10 lanes to 8/10 + 4 ETL
 - Completion date: 2025

- **Construct/Widen I-495 Toll Lanes**
 - From I-270Y to MD 355
 - From 6 lanes to 6 + 4 ETL
 - Completion date: 2025

- **Construct/Widen I-495 Toll Lanes**
 - From MD 355 to I-95
 - From 8 lanes to 8 + 4 ETL
 - Completion date: 2025

- **Construct/Widen I-495 Toll Lanes**
 - From I-95 to Baltimore Washington Parkway
 - From 8 lanes to 8 + 4 ETL
 - Completion date: 2025

- **Construct/Widen I-495 Toll Lanes**
 - From I-95 to Baltimore Washington Parkway
 - From 8 lanes to 8 + 4 ETL
 - Completion date: 2025

- **Construct/Widen I-495 Toll Lanes**
 - From Baltimore Washington Parkway to Glenarden Parkway
 - From 8 lanes to 8 + 4 ETL
 - Completion date: 2025

Anne Arundel County Primary Roadway Projects

The following recommendations will reduce congestion in Anne Arundel County surrounding BWI.

- **Widen I-295**
 - From I-195 to MD 100
 - From 4 lanes to 6
 - Completion date: 2035

- **Widen MD 713**
 - From MD 175 to Stoney Run Drive
 - From 2 lanes to 4
 - Completion date: 2040

Howard County Primary Roadway Projects

The following recommendations will reduce congestion in Howard County surrounding BWI.

- **Widen I-95 peak period shoulder use**
 - From MD 32 to MD 100
 - From 4 lanes to 4 + 1
 - Completion date: 2035

- **Widen MD 100**
 - From I-95 to Anne Arundel/Howard County line, River Road
 - From 2 lanes to 4
 - Completion date: 2035

Transit Airport Ground Access Project

The following recommendation will help improve multimodal connectivity to BWI.

- **Implement Penn Line Service Improvements**
 - Completion date: 2029

VDOT Interstate Roadway Projects

The following recommendations will help reduce congestion along I-66.

- **Widen/Revise Operations of I-66**
 - From I-495 to US 50
 - From 3 general purpose in each direction + 1 HOV in peak direction during peak period to 3 general purpose + 1 Auxiliary + 2 HOT each direction
 - Completion date: 2021

- **Widen/Revise Operations of I-66**
 - From US 50 to US 29 Centreville
 - From 4 general purpose lanes in each direction off-peak, 3 general purpose + 1 HOV in peak direction during peak period to 3 general purpose lanes + 1 Auxiliary + 2 HOT lanes in each direction (2 Aux per direction between VA 286 & VA 28 only)
 - Completion date: 2021

- **Widen/Revise Operations of I-66**
 - From US 29 Centreville to University Boulevard Ramps (which is a new interchange for HOT-only)
 - From 4 general purpose lanes in each direction off-peak, 3 general purpose + 1 HOV in peak direction during peak period to 3 general purpose + 2 HOT in each direction
 - Completion date: 2021

- **Widen/Revise Operations of I-66**
 - From VA 234 Bypass to University Boulevard
 - From 4 general purpose in each direction off-peak, 3 general purpose + 1 HOV in peak direction during peak period to 3 general purpose+ 2 HOT in each direction (+1 Auxiliary each direction between US 29 and VA 234 Bypass only)
 - Completion date: 2021

- **Widen/Revise Operations of I-66**
 - From University Blvd Ramps (new interchange; HOT-only) to US 15 (1.2 miles west of)
 - From 4 general purpose in each direction off-peak, 3 general purpose + 1 HOV in peak direction during peak period to 3 general purpose + 2 HOT in each direction +1 Auxiliary each direction between US 29 and VA 234 Bypass only
 - Completion date: 2040

- **Widen/Revise Operations of I-66**
 - From I-495 to US 29 near Rosslyn
 - From HOT 2 in peak direction during peak period to HOT 3
 - Completion date: 2021

- **Revise Operations of I-66**
 - From I-495 to US 29 near Rosslyn
 - From HOT 3 in peak direction during peak period to HOT lanes 3 in both directions
 - Completion date: 2040

- **Construct/Widen I-66 Eastbound**
 - From VA 267 Dulles Toll Road to Washington Boulevard Off-Ramp
 - 3 lanes to 4 lanes
 - Completion date: 2020
- **Construct/Widen I-66 Eastbound**
 - From Washington Boulevard Off-Ramp to North Fairfax Drive
 - 2 lanes to 3 lanes
 - Completion date: 2020
- **Construct/Widen I-66 Westbound**
 - From Sycamore Street to Washington Blvd On-Ramp
 - 2 lanes to 3 lanes
 - Completion date: 2040

The following recommendations will help reduce congestion along the I-495 Capital Beltway.

- **Widen I-495 Capital Beltway SB Auxiliary Lane**
 - From VA 193 On-Ramp to VA 267 Off-Ramp
 - From 4+2 lanes to 5+2 lanes
 - Completion date: 2030
- **Construct I-495 Express Lanes On-Ramp**
 - From Dulles Connector Road Westbound to I-495 Express Lanes Northbound
 - From 0 lanes to 1 lane
 - Completion date: 2025
- **Construct I-495 Capital Beltway HOT Lanes**
 - From American Legion Bridge to George Washington Parkway (south of)
 - From 8 to 8+4 lanes
 - Completion date: 2025
- **Construct I-495 Capital Beltway HOT Lanes**
 - From George Washington Parkway (south of) to Old Dominion Drive (south of)
 - From 8 to 8+4 lanes
 - Completion date: 2025
- **Construct I-495 Capital Beltway Interchange (Phase IV)**
 - Provide Southbound HOT lanes to Eastbound HOV & Eastbound Dulles Toll Road to Northbound HOT movement at VA 267 Dulles Toll Road
 - Completion date: 2030
- **Widen I-495 Capital Beltway Interchange Ramp (Phase III Dulles Toll Road)**
 - Widen Eastbound Dulles Toll Road ramp to 2 Northbound lanes
 - From 1 to 2 lanes
 - Completion date: 2030

The following recommendation will help reduce congestion along the Dulles Airport Access Road.

- **Widen Dulles Airport Access Road**
 - From Dulles Airport to VA 123
 - From 4 to 6 lanes
 - Completion date: 2030

VDOT Primary Roadway Projects

The following recommendations will help reduce congestion along VA 28.

- **Widen VA 28 from I-66 to Westfields Boulevard**
 - From I-66 to Westfields Boulevard, as part of VA 28 PPTA Phase II
 - From 6 lanes to 8+ 2 aux lanes
 - Completion date: 2021
- **Widen VA 28 from Westfields Boulevard to US 50**
 - From Westfields Boulevard to US 50, as part of VA 28 PPTA Phase II
 - From 6 lanes to 8 lanes
 - Completion date: 2025
- **Widen VA 28 from US 50 to Sterling Boulevard**
 - From US 50 to Sterling Boulevard, as part of VA 28 PPTA Phase II
 - From 6 lanes to 8 lanes
 - Completion date: 2025
- **Widen VA 28 from Sterling Boulevard to VA 7**
 - From Sterling Boulevard to VA 7, as part of VA 28 PPTA Phase II
 - From 6 lanes to 8 lanes
 - Completion date: 2025

PRIORITY AIRPORT GROUND ACCESS PROJECTS

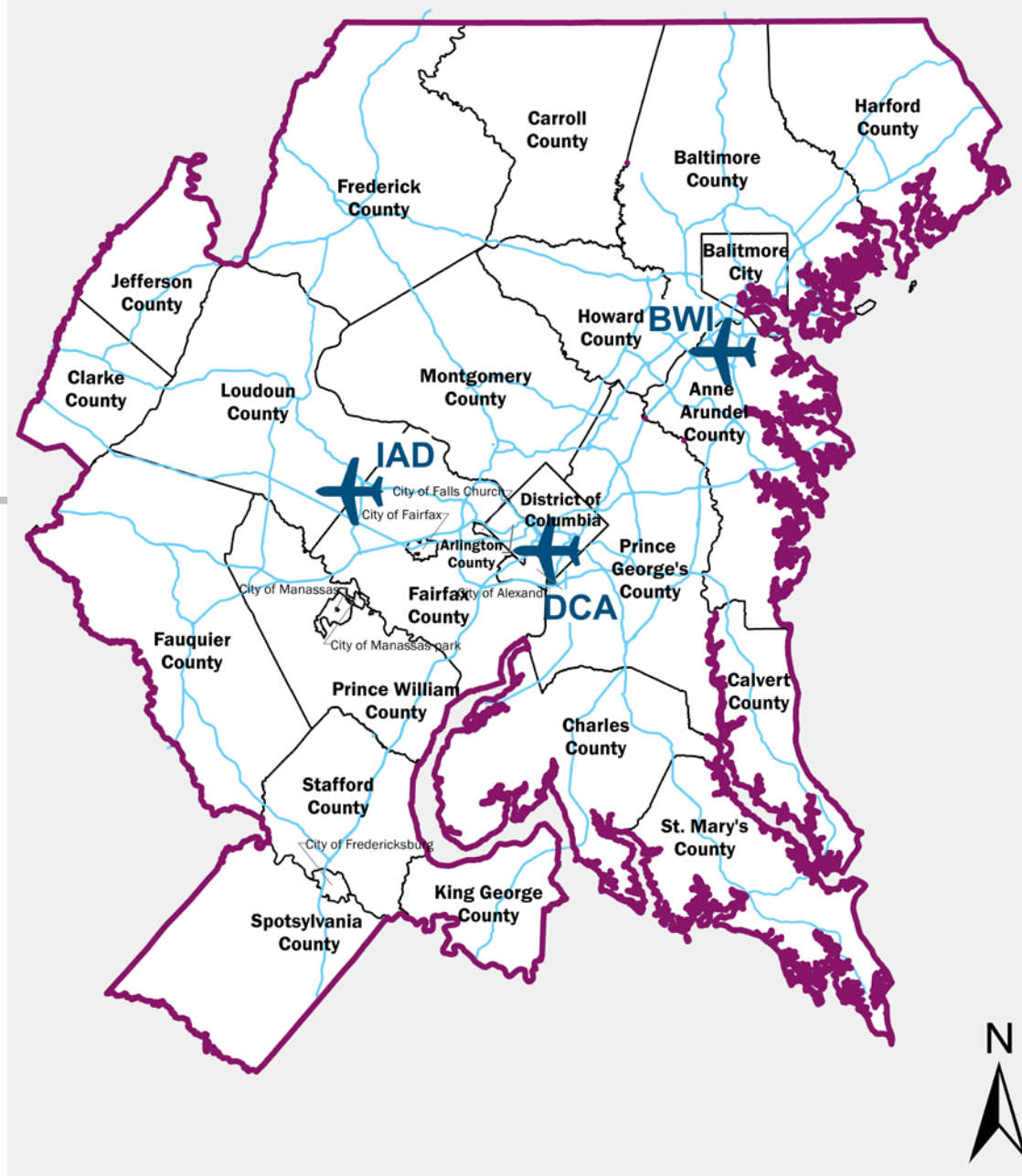
Arianna Koudounas, AICP, CPM
Transportation Planner

Transportation Planning Board
February 17, 2021



Washington-Baltimore Air Systems Region at a Glance

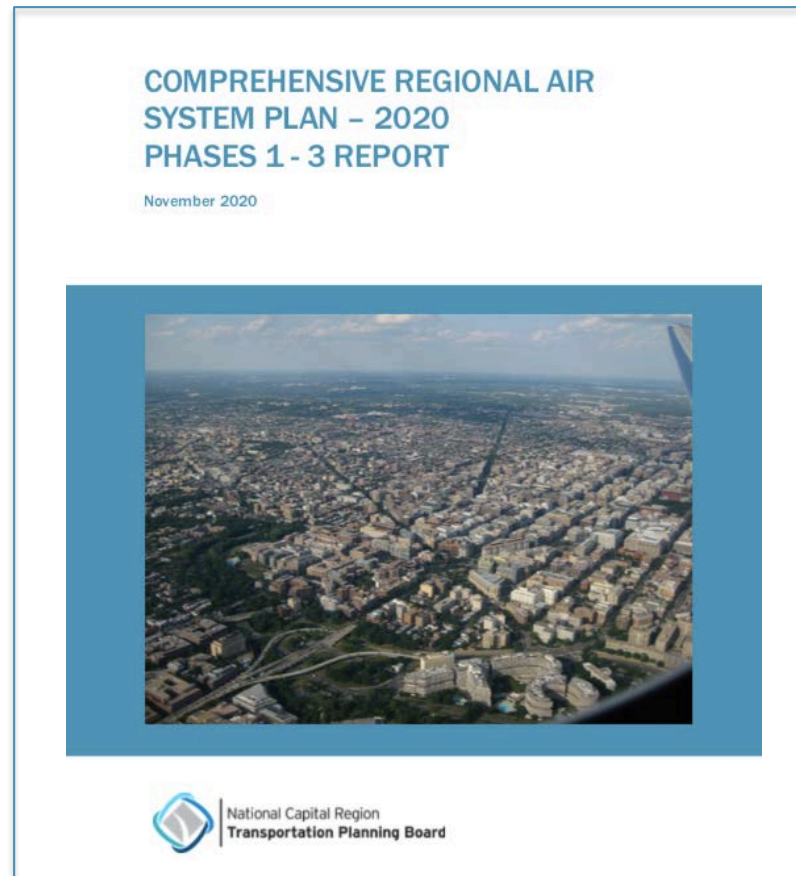
The Washington-Baltimore Air System Planning Region (ASPR) stretches from Harford County, MD to the north, to Spotsylvania County, VA to the south and from the Chesapeake Bay in the east to the foothills of the Appalachian Mountains to the west. It includes both the Washington and Baltimore regions.



About CASP Program

- Continuous Airport System Planning (CASP) program
- Funded by FAA, MWAA, and MAA
- Supports planning, development, and operation of airport facilities and associated transportation facilities
- A continuous cycle:
 - Biennial regional air passenger survey
 - Air passenger origin/destination forecast update
 - Air passenger ground access forecast update
 - Ground access plan update
- Developed, implemented, and monitored by Aviation Technical Subcommittee (ATS), including MAA and MWAA

Background Reading



The RASP Report can be found online in the link below. A memo highlighting the priority airport ground access projects has been included in the mailout.

<https://www.mwcog.org/transportation/planning-areas/airports/casp-elements/regional-air-system-plan/>



RECOMMENDATIONS

Federal Planning Factors

- Increase accessibility and mobility of people and freight
- Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight
- Enhance travel and tourism

TPB Policy Framework

BMC Policy Framework

Long-Range Transportation Plan (LRTP) Projects to Prioritize



TPB Policy Framework

Aspirational Initiatives

The express travel network would provide several benefits for airport ground access connectivity, including reducing congestion and incentivizing travelers to either carpool or travel by transit vehicle. Expanding Metrorail capacity would increase logistical ease and comfort for those traveling by Metrorail to and from airports.

Regional Transportation Priorities Plan (RTPP) Goals

- Provide a comprehensive range of transportation options.
- Support inter-regional and international travel and commerce.

Visualize 2045 Priority Projects

- **Overall**
 - Highway: **33** & Transit: **1**
- **MDOT Interstate Roadway Projects**
 - To improve access from Virginia to Maryland
 - I-270: **2** & I-495: **6**
- **Anne Arundel County Primary Roadway Projects**
 - To reduce congestion in Anne Arundel County surrounding BWI
 - I-295: **1** & MD 713: **1**
- **Howard County Primary Roadway Projects**
 - To reduce congestion in Howard County surrounding BWI
 - I-95: **1** & MD 100: **1**

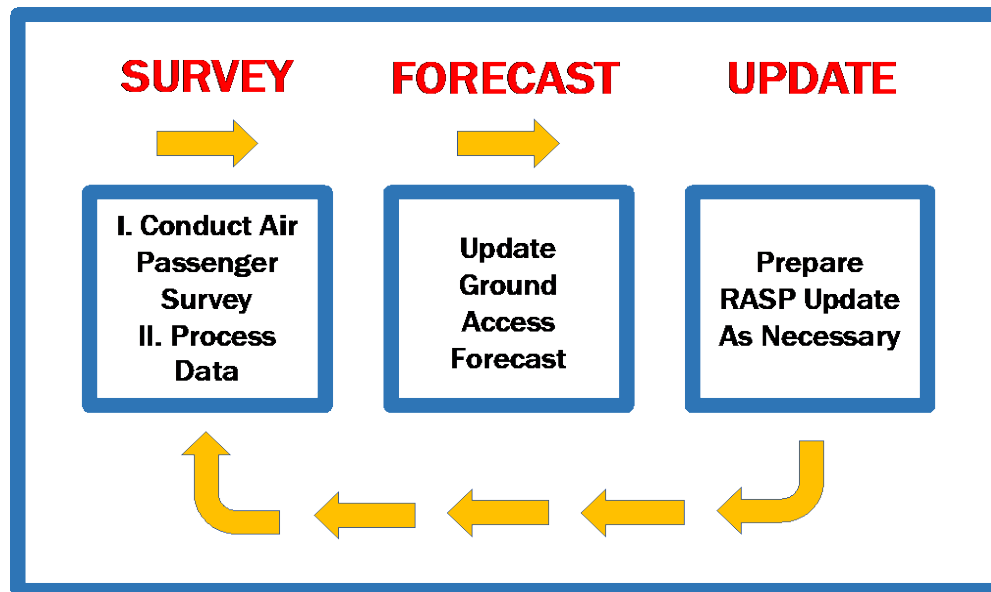
Visualize 2045 Priority Projects

- **Transit Airport Ground Access Project**
 - To improve multimodal connectivity to BWI
 - MARC Penn Line: **1**
- **VDOT Interstate Roadway Projects**
 - To reduce congestion along I-66
 - I-66: **10**
 - To reduce congestion along the I-495 Capital Beltway
 - I-495: **6**
 - To reduce congestion along the Dulles Airport Access Road
 - Dulles Airport Access Road: **1**
 - To reduce congestion along VA 28
 - VA 28: **4**



NEXT STEPS

- CASP planning cycle will continue to be synchronized with the regional LRTP update process. The precise timing of future RASP Updates will be based on need, available funding, as well as aligning with each airport's strategic and master planning processes.



Arianna Koudounas, AICP, CPM

Transportation Planner

Department of Transportation Planning

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Metropolitan Washington Council of Governments

777 North Capitol Street NE, Suite 300

Washington, DC 20002



ITEM 11 – Notice
February 17, 2021

Coronavirus Response and Relief Supplemental Appropriations
Act of 2021 (CRRSAA)

Background:

The board will be briefed on the proposal and schedule to solicit and select eligible projects for the CRRSAA funding appropriated to the Washington region for current and past FTA Section 5310 grant recipients.



MEMORANDUM

TO: Transportation Planning Board
FROM: Nicholas Ramfos, Director, Transportation Operations Programs
SUBJECT: Solicitation Notice for Funding for the Federal Transit Administration's Coronavirus Response and Relief Supplemental Appropriations Act of 2021 (CRRSAA)
DATE: February 11, 2021

The purpose of this notice is to provide details about the availability of supplemental funding for 5310 Enhanced Mobility of Seniors and Individuals with Disabilities program under the [Coronavirus Response and Relief Supplemental Appropriations Act of 2021 \(CRRSAA\)](#), and outline TPB/COG's proposed process to allocate the apportionment of \$591,353 for the DC-MD-VA urbanized area.

BACKGROUND INFORMATION

On December 27, 2020, CRRSAA was signed into law. It includes \$14 billion in supplemental appropriations allocated to support the transit industry during the COVID-19 public health emergency. Specifically, \$50 million of the \$14 billion will be distributed to the 5310 Enhanced Mobility of Seniors and Individuals with Disabilities program through formula grants.

The apportionment for the Washington, DC/VA/MD urbanized area is \$591,353 (Federal) and will be made available through an application in TrAMS to the Designated Recipient for 5310 Enhanced Mobility funds, TPB with COG as the administrative agent.

While the Enhanced Mobility grant program solicitations and awards are implemented on a biennial basis, Section 3.3.6 of the Program Management Plan (PMP) allows for special solicitation outside of the regular every two-years. While the Enhanced Mobility program does not require competitive selection, as Designated Recipient, COG and TPB have elected to make it competitive, as reflected in the PMP. As such the solicitation and award of the supplemental CRRSAA funding will follow a competitive process, and on an expedited schedule.

The purpose of the funding is to support [expenses eligible under Enhanced Mobility](#), but recipients are directed to prioritize payroll and operational needs. Allocations to grantees/subrecipients are a local decision.

The following additional requirements apply to the supplemental funding:

- Projects must benefit older adults and/or people with disabilities residing in the DC-MD-VA urbanized area
- 100% Federal, no match required
- Pre-award authority is retroactive to January 20, 2020
- Must follow the existing Coordinated Human Service Transportation Plan
- Providing transportation for seniors and individuals with disabilities to COVID-19 vaccination sites is an eligible expense

- Administrative requirements are the same as for the Enhanced Mobility program (application in TrAMS, Program of Projects, quarterly Milestone Progress Reports, quarterly Federal Financial Reports, compliance, etc.)
- Requires an update to the TIP/STIP depending on the type of projects

The net amount of grant funding awarded will be \$532,200 after providing for grant administration (by COG staff). All suballocations will be reviewed and approved by FTA within TrAMS, per standard award procedure.

Additional information regarding the CRRSAA award can be found in FAQs published by FTA at: <https://www.transit.dot.gov/frequently-asked-questions-fta-grantees-regarding-coronavirus-disease-2019-covid-19#COVID-19AdminRelief>.

PROPOSED ELIGIBILITY CRITERIA

Staff is proposing the following circumscribed eligibility requirements, within the Federal parameters outlined above, in order to ensure the funds are distributed in an expeditious manner to programs disrupted by COVID-19 but not eligible to apply for CARES Act relief:

- Funding will be made available to existing subrecipients and recent subrecipients of Enhanced Mobility (or JARC and New Freedom projects funded under an Enhanced Mobility solicitation) who qualify.
- The application must be for the benefit of the same project as the existing or recently closed award, and/or for transportation to COVID vaccination sites. If for vehicles already delivered, it should be to support the purpose of the vehicles, i.e. driver salaries, coordination staff, operating costs, etc.
- Applicants will be required to document impact, specifically the need to end or limit activities or services and lay off or furlough staff.
- Applicants will be required to document that any CARES act dollars received have been fully expended or were not used for the project in the application
- It is recommended that the request be at least \$75,000 - \$100,000 for ease of management but does not preclude applying for funding for lower amounts.

NOTE: the regularly scheduled biennial Enhanced Mobility solicitation, for approximately \$6.9 million federal, will occur in 2021.

NEXT STEPS

- Staff will seek FTA approval of the plan and proposed selection criteria (see attached).
- Staff will develop a streamlined solicitation for implementation through the Foundant grants management system.
- Existing subrecipients, regardless of current “active” project status, will be notified of the opportunity to apply and parameters.
- Solicitation launch (following February TPB meeting).

- Application deadline (approximately one month from launch date).
- Convene internal selection committee (end of March).
- Seek TPB approval of projects recommended for funding (April) and request update to the TIP (May).
- Complete application in TrAMS to receive the funds from FTA and contract with selected subrecipients to manage the award (after April TPB meeting).

cc: Kanti Srikanth, Deputy Executive Director for Metropolitan Planning
Lyn Erickson, Director, Plan Development and Coordination
Dan Sheehan, Transportation Program Operations Manager
Lynn Winchell-Mendy, Transportation Planner IV

Program Management Plan

<https://www.mwcog.org/coordinated-human-service-transportation-plan/> - 2018 update

Coordinated Human Service Transportation Plan

<https://www.mwcog.org/documents/2016/10/21/program-management-plan-for-enhanced-mobility-of-seniors-and-individuals-with-disabilities-funds-section-5310/>

DRAFT SELECTION CRITERIA PENDING FTA APPROVAL

The competitive selection process includes an internal COG/TPB staff selection committee. Members will review the applications based on the selection criteria and will make a set of funding recommendations to the TPB. The TPB will be asked to approve the recommendations based on the selection committee's deliberations.

The selection criteria are based on the TPB's experience in awarding and administering grants for the Enhanced Mobility program. Adaptions made to the Enhanced Mobility selection criteria for the Federal Transit Administration's Coronavirus Response and Relief Supplemental Appropriations Act of 2021 (CRRSAA) funding reflect the proposal to offer the opportunity to apply to existing or recently closed Enhanced Mobility projects only. For example, applicants will have already been scored on Coordination, Responsiveness to the Coordinated Plan, and Equity Emphasis Areas in their original Enhanced Mobility application, so those criteria are not necessary for the CRRSAA selection.

The following proposed selection criteria include a maximum of 100 total points:

Project Focus (45 points)

This criterion looks at how the project meets the intent of the funding and addresses a demonstrated need, in consultation with the target population. Per FTA guidance, projects that request payroll and operational funding will take priority and may score higher. Transportation to vaccination sites is an eligible expense under CRRSAA. Applications that address this important need and serve equity emphasis areas on the process may score higher.

Project Feasibility (25 points)

This criterion looks at how well the application addresses how the project will be implemented, including defined roles and responsibilities and an action plan that is achievable within an 18-month timeframe.

Institutional Capacity to Manage and Administer an FTA grant (20 points)

This criterion considers the availability of sufficient management, staff, and resources to implement an FTA grant and past grant performance.

Partnerships/Coordination (10 points)

This criterion considers projects that coordinate efforts or develop partnerships that aid older adults and people with disabilities in accessing mobility services during the pandemic. Additional points will be awarded to partnerships across departments or jurisdictions.