



MEMORANDUM

TO: Transportation Planning Board
FROM: Kanti Srikanth, TPB Staff Director
SUBJECT: Steering Committee Actions and Report of the Director
DATE: September 12, 2019

The attached materials include:

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



MEMORANDUM

TO: Transportation Planning Board
FROM: Kanti Srikanth, TPB Staff Director
SUBJECT: Steering Committee Actions
DATE: September 12, 2019

At its meeting on September 6, the TPB Steering Committee approved the following six resolutions:

- **SR4-2020:** to amend the FY 2019-2024 Transportation Improvement Program (TIP) to include \$9.1 million in National Highway Performance Program (NHPP), Surface Transportation Block Grant (STBG) and state funding for the MD 212A and the MD 5/MD 637 (Naylor Road) Urban Reconstruction Projects, as requested by the Maryland Department of Transportation
- **SR5-2020:** to amend the FY 2019-2024 TIP to include \$8.7 million in FTA Bus and Bus Facilities Grant Program funding (Section 5339-b) and local matching funds for the Electric Bus Grants project, as requested by the Montgomery County Department of Transportation
- **SR6-2020:** to amend the FY 2019-2024 TIP to include \$2.9 million in Highway Bridge Replacement & Rehabilitation (HBRRP) funding for the Molly Berry Road Bridge and Bowie Road Culvert projects, as requested by the Prince George's County Department of Public Works & Transportation
- **SR7-2020:** to amend the FY 2019-2024 TIP to include \$29 million in NHPP, Congestion Mitigation and Air Quality program, Regional Surface Transportation Program, Demonstration Project, private, state, and advanced construction funding for the I-95 SB Auxiliary Lane between AV 123 and VA 294, Rolling Road, VA Route 28 Widening, and Connector Bridge Crystal City to Washington National Airport projects, as requested by the Virginia Department of Transportation (VDOT)
- **SR8-2020:** an amendment to update the 2014 amended procedures for processing revisions to the Long-Range Transportation Plan and TIP, as requested by VDOT. Under the Procedures for Processing Revisions to the Plan and TIP, TPB staff are enabled to approve minor funding increases to projects in the TIP if the increase is within a certain percentage of the total project cost, using an Administrative Modification. This update to VDOT's procedures provides an alternate sliding-scale for projects funded by the Federal Transit Administration and eliminates a cap on the size of administrative modifications to projects that cost more than \$35 million
- **SR9-2020:** to approve the transfer of \$1.5 million in Transportation Alternatives Set-Aside Program (TAP) to the Rosslyn-Ballston Corridor Accessibility Improvements and Potomac Yard-Four-Mile Run Trail Connection projects in Arlington County, the Old Courthouse Road Safe Routes to School Sidewalk project in Fairfax County, and the Opitz Boulevard Sidewalk project in Prince William County, as requested by VDOT

The Steering Committee also approved a technical correction regarding TAP funding totals to TPB resolution R2-2020. R2-2020 was approved by the TPB on July 24, 2019 and approved FY 2020 Maryland TAP projects and funding. The technical correction changes the recommended and approved funding amount for two projects: the University Park Elementary School Safe Routes to School Plan from \$77,738 to \$82,000; and the Takoma Park Safe Routes to School Improvements from \$80,494 to \$86,494. This action increases the total award from \$688,232 to \$698,494.

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

- TPB Steering Committee Attendance
- SR4-2020
- SR5-2020
- SR6-2020
- SR7-2020
- SR8-2020
- SR9-2020
- Technical corrections to TPB resolution R2-2020

TPB Steering Committee Attendance

MEMBERS

Martin Nohe	Prince William County
Mark Phillips	WMATA
Mark Rawlings	DDOT
Kelly Russell	City of Frederick
Kari Snyder	MDOT
Norman Whitaker	VDOT

PARTICIPANTS

Bob Brown	Loudoun County
David Rodgers	MDOT/SHA
David Edmonson	City of Frederick
Gary Erenrich	Montgomery County
Winstina Hughes	MDOT/SHA
Mike Lake	Fairfax County
Sree Nampoothiri	NVTA
Regina Moore	VDOT
Malcolm Watson	Fairfax County
Vic Weissberg	Prince George’s County
Ciara Williams	VDRPT

COG STAFF

Kanti Srikanth, DTP
Lyn Erickson, DTP
Tim Canan, DTP
Andrew Meese, DTP
Mark Moran, DTP
Nick Ramfos, DTP
Andrew Austin, DTP
Brandon Brown, DTP
Stacy Cook, DTP
Michael Farrell, DTP
John Swanson, DTP
Dusan Vuksan, DTP

OTHER

Bill Orleans

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

**RESOLUTION ON AN AMENDMENT TO THE FY 2019-2024 TRANSPORTATION
IMPROVEMENT PROGRAM (TIP) THAT IS EXEMPT FROM THE AIR QUALITY
CONFORMITY REQUIREMENT TO INCLUDE FUNDING FOR THE MD 212A AND
THE MD 5/MD 637 (NAYLOR ROAD) URBAN RECONSTRUCTION PROJECTS,
AS REQUESTED BY THE MARYLAND DEPARTMENT OF TRANSPORTATION (MDOT)**

WHEREAS, the National Capital Region Transportation Planning Board (TPB), which is the metropolitan planning organization (MPO) for the Washington Region, has the responsibility under the provisions of the 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 TIP is required by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) as a basis and condition for all federal funding assistance to state, local and regional agencies for transportation improvements within the Washington planning area; and

WHEREAS, on October 17, 2018 the TPB adopted the FY 2019-2024 TIP; and

WHEREAS, in the attached letter of August 27, 2019, MDOT has requested an amendment to the FY 2019-2024 TIP to reprogram and add \$1.748 million in Surface Transportation Block Grant (STBG) funding and \$502,000 in state funding for the MD 212A Urban Reconstruction project (TIP ID 6529), and to include \$4.968 million in National Highway Performance Program (NHPP) funding and \$1.837 million in state funding for the MD 5/MD 637 (Naylor Road) Urban Reconstruction project (TIP ID 6683), as described in the attached materials; and

WHEREAS, these projects are exempt from the air quality conformity requirement, as defined in Environmental Protection Agency's (EPA) Transportation Conformity Regulations as of April 2012; and

WHEREAS, funding for these projects is included in the Visualize 2045 financial analysis; and

NOW, THEREFORE, BE IT RESOLVED THAT the Steering Committee of the National Capital Region Transportation Planning Board amends the FY 2019-2024 TIP to reprogram and add \$1.748 million in STBG funding and \$502,000 in state funding for the MD 212A Urban Reconstruction project (TIP ID 6529), and to include \$4.968 million in NHPP funding and \$1.837 million in state funding for the MD 5/MD 637 (Naylor Road) Urban Reconstruction project (TIP ID 6683), as described in the attached materials.

Adopted by the TPB Steering Committee at its regular meeting on September 6, 2019.

August 27, 2019

The Honorable Martin Nohe
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 Nohe:

The Maryland Department of Transportation (MDOT) requests the following amendment to the Maryland portion of the National Capital Region Transportation Planning Board's (TPB) Fiscal Year (FY) 2019-2024 Transportation Improvement Program (TIP) for two existing MDOT State Highway Administration (SHA) projects as described below and in the attached memos.

This action reflects MDOT's updated programmed expenditures from FY 2019 to FY 2024 for TIP #6529 and breaks out TIP #6683 from MDOT SHA's Areawide Urban Reconstruction Grouped Project, as it has become regionally significant. As these projects are already included in the currently approved regional Air Quality Conformity for Visualize 2045, this action does not change the air quality impact on conformity.

TIP ID#	Project	Phase	Amount of New Funding	Comment
6529	MD 212A Urban Reconstruction, Beltsville	PP/PE	\$80,000	Add funding for preliminary engineering and construction and subtracts funding for right-of-way
		RW	(\$4,978,000)	
		CO	\$7,149,000	
6683	MD 5 and MD 637 Urban Reconstruction, Hillcrest Heights/Silver Hill	PP/PE	\$165,000	Add funding for preliminary engineering, right-of-way, and construction
		RW	\$203,000	
		CO	\$6,347,000	

MDOT requests that these amendments be approved by the TPB Steering Committee at its September 6, 2019 meeting.

The revised funding status will not impact scheduling or funding availability for other projects in the current TIP, which continues to be fiscally constrained. The cost does not affect the portion

The Honorable Martin Nohe
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of the federal funding which was programmed for transit, or any allocations of state aid in lieu of federal aid to local jurisdictions.

We appreciate your cooperation in this matter. Should you have additional questions or concerns, please contact Ms. Kari Snyder, MDOT Office of Planning and Capital Programming (OPCP) Regional Planner at 410-865-1305, toll free 888-713-1414 or via e-mail at ksnyder3@mdot.state.md.us. Ms. Snyder will be happy to assist you. Of course, please feel free to contact me directly.

Sincerely,



Tyson Byrne
Regional Planning Manager
Office of Planning and Capital Programming

Attachment

cc: Ms. Kari Snyder, Regional Planner, OPCP, MDOT

**SUBURBAN MARYLAND
FY 2019-2024 TRANSPORTATION IMPROVEMENT PROGRAM
CAPITAL COSTS (in \$1,000)**

Source	Fed/St/Loc	Previous Funding	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Source Total
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MDOT/State Highway Administration

TIP ID: 6529	Agency ID: PG1061	Title: MD 212A Urban Reconstruction	Complete: 2023	Total Cost:	\$22,000						
Facility: MD 212 A		State	0/100/0	2,245 b	406 b	22 a	55 b	12 b	65 b	267 c	3,274
From: Pine Street						174 b	488 c	590 c	348 c		
To: US 1						847 c					
		STBG 9	100/0/0	4,752 a	8 a	58 a	3,857 c	2,361 c	1,390 c	1,069 c	11,812
						3,069 c					
Total Funds:										15,086	

Description: MD 212A reconstruction from Pine Street to US 1.

Amendment: Additional Funding for Preliminary Engineering, Right-of-Way, and Construction Phases **Requested on: 9/6/2019**

This amendment reflects the addition of \$8.7 million in State and STBG funds for preliminary engineering, right-of-way, and construction phases. These funds include \$0.080 million in funds for the preliminary engineering phase (\$0.022 million in State funds for FY 2020 and \$0.058 million in STBG funds for FY2020), \$0.077 million in State funds for the right-of-way phase (\$0.012 million for FY 2022 and \$0.065 million for FY 2023), \$1.3 million in State funds for the construction phase (\$0.1 million for FY 2021, \$0.6 million for FY 2022, \$0.3 million for FY23, and \$0.3 million), and \$7.2 million in STBG funds for the construction phase (\$2.3 million for FY 2021, \$2.4 million for FY 2022, \$1.4 million for FY 2023, and \$1.1 million for FY 2024). This amendment also reflects the reduction of State right-of-way funds from \$0.5 million to \$0.4 million for FY 2019, from \$0.5 million to \$0.2 million for FY 2020, and from \$0.3 million to \$0.05 million in FY 2021. Reduction of State construction funds from \$0.9 million to \$0.8 million for FY 2020 and STBG funds from \$3.6 million to \$3.1 million for FY 2020. Subtract \$4.3 million in STBG right-of-way funds (\$1.5 million for FY 2019, \$1.7 million for FY 2020, and \$1.1 million for FY 2021) and \$0.8 million in construction funds (\$0.2 million in State funds for FY 2019 and \$0.6 million in STBG funds for FY2019).

**SUBURBAN MARYLAND
FY 2019-2024 TRANSPORTATION IMPROVEMENT PROGRAM
CAPITAL COSTS (in \$1,000)**

Source	Fed/St/Loc	Previous Funding	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Source Total
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MDOT/State Highway Administration

TIP ID: 6683	Agency ID: PG7822	Title: MD 5 and MD 637 Urban Reconstruction	Complete: 2021	Total Cost: \$21,000						
Facility: MD 5 and MD 637		State	0/100/0	704 a	165 a	39 b	41 b	43 b	51 b	1,837
From: Southern Avenue				632 b	29 b	348 c	1,121 c			
To: Curtis Drive				2,058 c						
		NHPP	100/0/0	2,817 a		1,138 c	3,830 c			4,968
				8,234 c						
Total Funds:									6,805	

Description: MD 5 reconstruction from Southern Avenue to Curtis Drive, and MD 637 reconstruction from Suitland Parkway to MD 5.



Amendment: MD 5/MD 637 (Naylor Road) Urban Reconstruction **Requested on: 9/6/2019**

Breakout from parent Urban Reconstruction Areawide project (TIP 3083). Adding \$6.8 million in State and NHPP fund for preliminary engineering, right-of-way, and construction phases. These funds include \$0.2 million in State funds for the preliminary engineering phase for FY 2019, \$0.2 million in State funds for the right-of-way phase (\$0.029 million for FY19, \$0.039 for FY20, \$0.041 million for FY21, \$0.043 million for FY22, and \$0.051 million for FY23), \$1.4 million in State funds for the construction phase (\$0.4 million for FY20 and \$1.1 million for FY21), and \$4.9 million in NHPP funds for the construction phase (\$1.1 million for FY20 and \$3.8 million for FY21).

MEMORANDUM

TO: DIRECTOR HEATHER MURPHY
 OFFICE OF PLANNING AND CAPITAL PROGRAMMING
 MARYLAND DEPARTMENT OF TRANSPORTATION (MDOT)

ATTN: REGIONAL PLANNING MANAGER TYSON BYRNE
 REGIONAL PLANNER KARI SNYDER

FROM: ASSISTANT CHIEF MATT BAKER *MB*
 REGIONAL AND INTERMODAL PLANNING DIVISION

SUBJECT: REQUEST TO AMEND THE FY 2019-2024 NATIONAL CAPITAL REGION
 TRANSPORTATION PLANNING BOARD (TPB) TRANSPORTATION
 IMPROVEMENT PROGRAM (TIP)

DATE: AUGUST 26, 2019

**RESPONSE
 REQUESTED BY:** N/A

PURPOSE OF MEMORANDUM

To request the MDOT Office of Planning and Capital Programming approve and forward to TPB for its approval the following TIP amendments.

SUMMARY

The MDOT State Highway Administration (MDOT SHA) hereby requests the amendment of the FY 2019-2024 TPB TIP to reflect the following two actions.

TIP	PROJECT	PHASE	NEW FUNDING
6529	MD 212A Urban Reconstruction, Beltsville	PP/PE	\$80,000
		RW	(\$4,978,000)
		CO	\$7,149,000
6683	MD 5 and MD 637 Urban Reconstruction, Hillcrest Heights/ Silver Hill	PP/PE	\$165,000
		RW	\$203,000
		CO	\$6,347,000

ANALYSIS

MD 212A Urban Reconstruction (TPB 6529) – This requested amendment reflects the addition of \$80,000 to FY 2019-2024 TPB TIP planning/design funding, the subtraction of \$4,978,000 from FY 2019-2024 TPB TIP right-of-way acquisition funding, and the addition of \$7,149,000 to FY 2019-2024 TPB TIP construction funding for TPB 6529. The MDOT SHA requests this amendment, which primarily shifts previously programmed funds, in order that the FY 2019-2024 TPB TIP reflects MDOT SHA’s updated programmed project expenditures and project schedule in FY 2019-2024. This project’s

Ms. Heather Murphy
Page Two

total cost is increasing from \$19 million to \$22 million. The MDOT SHA anticipates advertising this project for construction in November 2019 and opening improvements to traffic in the Winter of 2022-2023.

MD 5 and MD 637 Urban Reconstruction (TPB 6683) – This requested amendment reflects the conversion of a system preservation project previously programmed as part of a grouped project, Areawide Urban Reconstruction (TPB 3083), into a regionally significant capital project due to its revised design. This requested amendment reflects the conversion of \$165,000 in FY 2019-2024 TPB TIP planning/design funding, \$203,000 in FY 2019-2024 TPB TIP right-of-way acquisition funding, and \$6,347,000 in FY 2019-2024 TPB construction funding for TPB 6683. This amendment results from MDOT SHA's 2017 cancellation of the previous iteration of this project due to unsatisfactory construction by the contractor and MDOT SHA's subsequent redesign. This project's total cost is \$21 million, which includes design, right-of-way acquisition, and construction previously completed. The MDOT SHA anticipates advertising this project for construction in November 2019 and opening improvements to traffic in the Spring of 2021.

The attached Statewide TIP (STIP) reports document MDOT's requested amendment with respect to adding funds for the above projects. These requested actions will not impact scheduling or funding availability for other projects in the current STIP, which remains fiscally constrained. The amended funding does not affect the portion of federal funding programmed for transit or allocations of state aid to local jurisdictions in lieu of federal aid.

In addition, the Maryland Transportation Trust Fund (TTF) remains fiscally constrained. The TTF supports State transportation system operation and maintenance, MDOT administration, debt service, and capital projects. Semiannually, MDOT updates revenues and expenditures using two national forecasting companies' latest economic estimates. The MDOT published funding details in the FY 2019-2024 Consolidated Transportation Program (<http://www.mdot.maryland.gov/newMDOT/Planning/CTP/Index.html>) and FY 2019-2022 Maryland STIP (http://www.mdot.maryland.gov/newMDOT/Planning/STIP_TIP/STIPandTIP.html).

Please amend the FY 2019-2024 TPB TIP and FY 2019-2022 Maryland STIP to reflect the funding information provided in the attachments. If you have any questions, please contact Mr. David Rodgers, MDOT SHA Regional Planner, at 410-545-5670 or via email at drodgers1@mdot.maryland.gov.

ATTACHMENTS

- FY 2019-2024 TPB TIP project 6529 report
- FY 2019-2022 Maryland STIP project TPB 6529 report
- FY 2019-2024 TPB TIP project 6683 report
- FY 2019-2022 Maryland STIP project TPB 6683 report

cc: Mr. Eric Beckett, Deputy Director, Office of Planning and Preliminary Engineering, MDOT SHA
Mr. Andre Futrell, District Engineer, District 3, MDOT SHA
Ms. Winstina Hughes, Assistant Regional Planner, MDOT SHA
Mr. Vladimir Jean-Pierre, Transportation Design Engineer, MDOT SHA
Moreshwar Kulkarni, P.E., Chief, Highway Design Division, MDOT SHA
Mr. David Rodgers, Regional Planner, MDOT SHA
Mr. Chris Weber, Team Leader, MDOT SHA

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

RESOLUTION ON AN AMENDMENT TO THE FY 2019-2024 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) THAT IS EXEMPT FROM THE AIR QUALITY CONFORMITY REQUIREMENT TO INCLUDE FUNDING FOR THE ELECTRIC BUS GRANTS PROJECT, AS REQUESTED BY THE MONTGOMERY COUNTY DEPARTMENT OF TRANSPORTATION (MCDOT)

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

WHEREAS, the TIP is required by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) as a basis and condition for all federal funding assistance to state, local and regional agencies for transportation improvements within the Washington planning area; and

WHEREAS, on October 17, 2018 the TPB adopted the FY 2019-2024 TIP; and

WHEREAS, in the attached letter of August 26, 2019, MCDOT has requested an amendment to the FY 2019-2024 TIP to rename the "Low or No Emissions FTA Electric Bus Grant" project to "Electric Bus Grants," and to include \$8.73 million in FTA Bus and Bus Facilities Grant Program (Section 5339-b) and local match funding for this project (TIP ID 6616), as described in the attached materials; and

WHEREAS, this project is exempt from the air quality conformity requirement, as defined in Environmental Protection Agency's (EPA) Transportation Conformity Regulations as of April 2012; and

WHEREAS, funding for this project is included in the Visualize 2045 financial analysis; and

NOW, THEREFORE, BE IT RESOLVED THAT the Steering Committee of the National Capital Region Transportation Planning Board amends the FY 2019-2024 TIP to rename the "Low or No Emissions FTA Electric Bus Grant" project to "Electric Bus Grants," and to include \$8.73 million in Section 5339-b and local match funding for this project (TIP ID 6616), as described in the attached materials.

Adopted by the TPB Steering Committee at its regular meeting on September 6, 2019



DEPARTMENT OF TRANSPORTATION

Marc Elrich
County Executive

Al R. Roshdieh
Director

August 26, 2019

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

Dear Chairman Nohe:

The Montgomery County Department of Transportation requests an amendment to the FY 2019-2024 Transportation Improvement Program (TIP) to add FY 2020 funding to an existing TIP project, ID 6616, to purchase ten additional electric buses. The funding associated with this amendment is from a Federal Transit Administration Bus and Bus Facilities Grant.

The TIP amendment is to update the Ride On bus fleet by replacing ten 40-foot diesel buses with ten 40-foot battery electric buses, and to procure and install ten depot chargers. This amendment is the second round of zero-emissions buses. Additional financial details are included in the attached TIP table.

Montgomery County requests approval of this TIP amendment by the Transportation Planning Board's Steering Committee at its meeting on September 6, 2019.

Thank you for your consideration of this request.

Sincerely,

A handwritten signature in black ink, appearing to read "Al R. Roshdieh", written over a light blue horizontal line.

Al R. Roshdieh
Director

AR/ge

Attachment

Office of the Director

101 Monroe Street, 10th Floor • Rockville, Maryland 20850 • 240-777-7170 • 240-777-7178 Fax
www.montgomerycountymd.gov/mcdot

**SUBURBAN MARYLAND
FY 2019-2024 TRANSPORTATION IMPROVEMENT PROGRAM
CAPITAL COSTS (in \$1,000)**

Source	Fed/St/Loc	Previous Funding	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Source Total
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Montgomery County

TIP ID: 6616	Agency ID:	Title: Electric Bus Grants	Complete: 2020	Total Cost: \$13,125
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Facility: Silver Spring Depot Charging Stations	Sect. 5339(b)	80/0/20		8,730 e		8,730
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From:	Sect. 5339(c)	80/0/20		4,395 e		4,395
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Total Funds: 13,125

Description: Procure and install fourteen bus depot chargers, replace four 30' diesel buses with four 35' E2 battery electric buses, and ten 40' diesel buses with ten 40' battery electric buses. The buses are Montgomery County's first zero-emission buses and would be a component of green and sustainable initiatives underway in the county.

Amendment: Add Funding for FY 2020 and Change Project Title. **Approved on: 9/6/2019**
 Amendment to the FY 19-24 TIP to include \$8.73 million for the purchase of ten 40' battery electric buses and to procure and install ten depot chargers. These buses and chargers are reflected in the project description above. The amendment also changes the project title from "Low or No Emissions FTA Electric Bus grant" to "Electric Bus Grants."

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

**RESOLUTION ON AN AMENDMENT TO THE FY 2019-2024 TRANSPORTATION
IMPROVEMENT PROGRAM (TIP) THAT IS EXEMPT FROM THE AIR QUALITY CONFORMITY
REQUIREMENT TO INCLUDE FUNDING FOR THE MOLLY BERRY ROAD BRIDGE AND BOWIE
ROAD CULVERT PROJECTS, AS REQUESTED BY THE PRINCE GEORGE'S COUNTY
DEPARTMENT OF PUBLIC WORKS & TRANSPORTATION (DPW&T)**

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

WHEREAS, the TIP is required by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) as a basis and condition for all federal funding assistance to state, local and regional agencies for transportation improvements within the Washington planning area; and

WHEREAS, on October 17, 2018 the TPB adopted the FY 2019-2024 TIP; and

WHEREAS, in the attached letter of August 28, 2019, Prince George's County DPW&T has requested an amendment to the FY 2019-2024 TIP to include \$1.9 million in Bridge Replacement & Rehabilitation (BR) and local match funding for the Molly Berry Road Bridge project (TIP ID 6684), and \$1.0 million in BR and local match funding for the Bowie Road Culvert project (TIP ID 6685) as described in the attached materials; and

WHEREAS, these projects are exempt from the air quality conformity requirement, as defined in Environmental Protection Agency's (EPA) Transportation Conformity Regulations as of April 2012; and

WHEREAS, funding for these projects are included in the Visualize 2045 financial analysis; and

NOW, THEREFORE, BE IT RESOLVED THAT the Steering Committee of the National Capital Region Transportation Planning Board amends the FY 2019-2024 TIP to include \$1.9 million in BR and local match funding for the Molly Berry Road Bridge project (TIP ID 6684), and \$1.0 million in BR and local match funding for the Bowie Road Culvert project (TIP ID 6685) as described in the attached materials.

Adopted by the TPB Steering Committee at its regular meeting on September 6, 2019.



Angela D. Alsobrooks
County Executive

PRINCE GEORGE'S COUNTY GOVERNMENT

Department of Public Works and Transportation
Office of the Director



Terry L. Bellamy
Director

August 28, 2019

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

Dear Chairman Nohe:

The Prince George's County Department of Public Works and Transportation (DPW&T) requests two new amendments to the Prince George's County portion of the National Capital Region Transportation Planning Board's (TPB) FY 2019-2024 Transportation Improvement Program (TIP) for two projects under the County's existing Bridge Rehabilitation, Federal Aid Program (CLRP #2600):

1. **Molly Berry Road Bridge:** The project will replace the existing concrete box beam bridge that is structurally deficient. Prince George's County developed design standards for the NEXT beam, an innovative pre-fabricated concrete beam, under a previously awarded Federal Highway Administration (FHWA) grant. The project will be designed using these standards and other innovations such as ultra-high performance concrete. DPW&T will be the first public agency in the State of Maryland to use the NEXT beam. This amendment will be under TIP ID #6684 and costs \$1,900,000 in new funding.
2. **Bowie Road Culvert Project:** The project will rehabilitate an existing box culvert, which carries Bowie Road below an existing CSX railroad bridge. Initial design analysis resulted in a simplified rehabilitation that will realize significant savings in construction. Design was initiated in FY 2017. This amendment will be under TIP ID #6685 and costs \$1,000,000 in new funding.

The funding formula for the construction of both projects is anticipated to be 80% federal aid and 20% local aid for the bridge construction. Both projects' planning and design will be 100% County-funded. These are sub-projects to an existing program within the financial element of Visualize 2045, for which funds are already accounted and do not represent new funds. Therefore, the plan and FY 2019-2024 TIP remain

9400 Peppercorn Place, Suite 300, Largo, Maryland 20774

(301) 883-5600

FAX (301) 883-5709

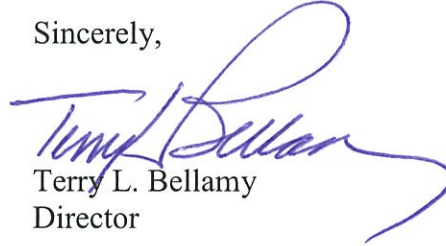
Maryland Relay 711

The Honorable Martin Nohe
August 27, 2019
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fiscally constrained, and, the air quality conformity analysis will not be impacted since neither project adds capacity.

Prince George's County requests that these amendments be approved by the TPB Steering Committee at its September 6, 2019 meeting. We appreciate your cooperation in this matter. If you have any questions or comments, please do not hesitate to contact Mr. Victor Weissberg at (301) 883-5604 or via email at vweissberg@co.pg.md.us.

Sincerely,



Terry L. Bellamy
Director

Attachments

cc: Kanti Srikanth, Director of Transportation, Metropolitan Washington Council of Governments
Lyn Erickson, Director, Plan Development and Program Coordination, Metropolitan Washington Council of Governments
Andrew Austin, Transportation Planner IV, Metropolitan Washington Council of Governments
Gwendolyn T. Clerkley, Deputy Director, Prince George's County Department of Public Works and Transportation
Martin L. Harris, Deputy Director, Prince George's County Department of Public Works and Transportation
Kate Mazzara, Associate Director, Prince George's County Department of Public Works and Transportation
Victor Weissberg, Special Assistant to the Director, Prince George's County Department of Public Works and Transportation
Heather Murphy, Deputy Director, Office of Planning and Capital Programming
Kari Snyder, Office of Planning and Capital Programming, Maryland Department of Transportation

**SUBURBAN MARYLAND
FY 2019-2024 TRANSPORTATION IMPROVEMENT PROGRAM
CAPITAL COSTS (in \$1,000)**

Source	Fed/St/Loc	Previous Funding	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Source Total
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Prince George's County

TIP ID: 6684	Agency ID:	Title: Molly Berry Road Bridge	Complete: 2021	Total Cost: \$1,900
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Facility: Molly Berry Road	HBRRP	80/0/20	1,900 c							1,900
From:										
To:	Total Funds: 1,900									

Description: Using federal aid, this project will replace the existing concrete box beam bridge, which is structurally deficient. Prince George's County developed design standards for the NEXT beam (an innovative pre-fabricated concrete beam) under a previously awarded FHWA grant. This project will be designed using these standards and other innovations such as ultra-high performance concrete. Design is underway and at the 30% stage. DPW&T is applying for a \$1,000,000 FHWA grant to cover the construction costs of this project. DPW&T will be the first public agency in the state of Maryland to use the NEXT beam. A total of \$1,900,000 is programmed for construction in FY'21.

Amendment: New Project **Approved on: 9/6/2019**
Amend this project into the FY 2019-2024 TIP with \$1.9 M in BR funding in FY 2021.

TIP ID: 6685	Agency ID:	Title: Bowie Road Culvert	Complete: 2021	Total Cost: \$1,000
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Facility: Bowie Road under CSX bridge	HBRRP	80/0/20	100 c	900 c						1,000
From:										
To:	Total Funds: 1,000									

Description: Rehabilitate existing box culvert which carries Bowie Road below an existing CSX railroad bridge. Initial design analysis resulted in a simplified rehabilitation that will realize significant savings in construction. Design was initiated in FY 2017

Amendment: New Project **Approved on: 9/6/2019**
Amend project into the FY 2019-2024 TIP with \$100,000 in BR and match funding in FY 2020 and \$900,000 in BR and match funding in FY 2021.

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

RESOLUTION ON AN AMENDMENT TO THE FY 2019-2024 TRANSPORTATION
IMPROVEMENT PROGRAM (TIP) THAT IS EXEMPT FROM THE AIR QUALITY CONFORMITY
REQUIREMENT TO INCLUDE FUNDING FOR THREE ROADWAY PROJECTS AND ONE
PEDESTRIAN PROJECT, AS REQUESTED BY THE VIRGINIA DEPARTMENT OF
TRANSPORTATION (VDOT)

WHEREAS, the National Capital Region Transportation Planning Board (TPB), which is the metropolitan planning organization (MPO) for the Washington Region, has the responsibility under the provisions of the 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 TIP is required by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) as a basis and condition for all federal funding assistance to state, local and regional agencies for transportation improvements within the Washington planning area; and

WHEREAS, on October 17, 2018 the TPB adopted the FY 2019-2024 TIP; and

WHEREAS, in the attached letters of August 27, 2019, VDOT has requested an amendment to the FY 2019-2024 TIP to include these funding updates, as described in the attached materials:

- Change the project cost from \$51.2 million to \$73.2 million and to reduce the program total by approximately \$3 million by adding \$6.8 million in Revenue Sharing funds and \$12.7 million in Regional Surface Transportation Program (RSTP) funds, and removing \$19.5 million in local funds and \$3.1 million in advanced construction and converted (AC/ACC) funds for the **Rolling Road project (TIP ID 6247)**;
- Change the project cost from \$76.6 million to \$86.5 million and increase the program total by \$10.2 million by adding \$15 million in AC/ACC funds and removing \$2 million in Demonstration Project (DEMO) funding and \$2.8 million in National Highway Performance Program (NHPP) funding for the **VA Route 28 Widening project (TIP ID 6450)**;
- Adding \$8 million in Congestion Mitigation and Air Quality program (CMAQ) and state matching funds for the **Connector Bridge Crystal City to Washington National Airport project (TIP ID 6681)**;
- Adding \$3.35 million in public-private partnership (P3) funding for the **I-95 SB Auxiliary Lane Between VA 123 and VA 294 project (TIP ID 6682)**; and

WHEREAS, these projects are included in the Air Quality Conformity Analysis of Visualize 2045 and the FY 2019-2024 TIP or are exempt from the air quality conformity requirement, as defined in Environmental Protection Agency's (EPA) Transportation Conformity Regulations as of April 2012; and

WHEREAS, full funding for these projects is included in the Visualize 2045 financial analysis; and

NOW, THEREFORE, BE IT RESOLVED THAT the Steering Committee of the National Capital Region Transportation Planning Board amends the FY 2019-2024 TIP to include these funding updates, as described in the attached materials:

- Change the project cost from \$51.2 million to \$73.2 million and to reduce the program total by approximately \$3 million by adding \$6.8 million in Revenue Sharing funds and \$12.7 million in RSTP funds, and removing \$19.5 million in local funds and \$3.1 million in AC/ACC funds for the **Rolling Road project (TIP ID 6247)**;
- Change the project cost from \$76.6 million to \$86.5 million and increase the program total by \$10.2 million by adding \$15 million in AC/ACC funds and removing \$2 million in DEMO funding and \$2.8 million in NHPP funding for the **VA Route 28 Widening project (TIP ID 6450)**;
- Adding \$8 million in CMAQ and state matching funds for the **Connector Bridge Crystal City to Washington National Airport project (TIP ID 6681)**;
- Adding \$3.35 million in P3 funding for the **I-95 SB Auxiliary Lane Between VA 123 and VA 294 project (TIP ID 6682)**.

Adopted by the TPB Steering Committee at its regular meeting on September 6, 2019.



COMMONWEALTH of VIRGINIA

DEPARTMENT OF TRANSPORTATION

4975 Alliance Drive
Fairfax, VA 22030

Stephen C. Brich, P.E.
COMMISSIONER

August 27, 2019

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

RE: FY 2019-2024 Transportation Improvement Program Amendment for TIP# 6247, UPC 5559,
Widening of Rolling Road between Fairfax Co. Pkwy (0.369 mi N. of Pkwy) & Old
Keene Mill Road

Dear Chairman Nohe:

The Virginia Department of Transportation (VDOT) requests an amendment to the FY 2019-2024 Transportation Improvement Program (TIP) to revise the funding and cost estimate for widening Rolling Road (VA 638) between Fairfax Co. Pkwy (VA 286) & Old Keene Mill Road (VA 644). This project will widen Rolling Road to a 4-lane cross section within the stated limits. The length of the project is approximately 1.386 miles.

This project is expected to reduce congestion and improve safety by providing two additional travel lanes, with turn lanes, storm-water management facilities, and accommodations for pedestrians and bicyclists. The cost estimate is being increased to approximately \$73.2 million. This amendment reflects the latest estimates and allocations of the Commonwealth Transportation Board.

The amendment adds approximately \$1.81 million in RSTP funding and State matching for Preliminary Engineering in FY 2019; approximately \$3.9 million in State Revenue Sharing and matching for right of way in FY 19; \$930,000 in Advanced Construction for right of way in FY 19 and \$930,000 in Advanced Construction for right of way in FY 20. Construction funding previously shown in FY 20 has been moved out beyond the current 2018-2021 timeline of the VDOT State Transportation Improvement Program (STIP) and has been removed from the TIP. The project is included in the Visualize 2045 Air Quality Conformity Analysis and the funding was anticipated in the Visualize 2045 Financial Plan.

VDOT requests approval of this TIP Amendment by the Transportation Planning Board's Steering Committee at its meeting on September 6. VDOT's representative will attend the meeting and be available to answer any questions about the amendments.

Chairman Martin Nohe
August 27, 2019
Page Two

Thank you for your consideration of this request.

Sincerely,



Helen Cuervo, P.E.
District Administrator, Northern Virginia District, VDOT

Cc: Ms. Renée Hamilton, VDOT-NoVA
Ms. Maria Sinner, P.E., VDOT-NoVA,
Mr. Norman Whitaker, AICP, VDOT-NoVA



COMMONWEALTH of VIRGINIA

DEPARTMENT OF TRANSPORTATION

4975 Alliance Drive
Fairfax, VA 22030

Stephen C. Brich, P.E.
COMMISSIONER

August 27, 2019

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

RE: FY 2019-2024 Transportation Improvement Program Amendment for TIP# 6450, UPC 108720, Widen VA 28 from 4 to 6 lanes between Prince William County Line & Old Centreville Road

Dear Chairman Nohe:

The Virginia Department of Transportation (VDOT) requests an amendment to the FY 2019-2024 Transportation Improvement Program (TIP) to program funding for widening a 2.3 mile segment of VA 28 from 4 to 6 lanes in Fairfax County between the Prince William County Line & Old Centreville Road.

This project will reduce congestion on heavily traveled sections of VA 28. Intersection improvements and pedestrian/bicycle facilities are also included.

The amendment adds approximately \$257,000 in NHPP funds, \$737,000 in DEMO funds, \$15 million in Advance Construction funds, and \$10.9 million in Advance Construction Conversion -NHPP funds to the TIP for right of way and construction in fiscal years 2019 through 2021. The most recent cost estimate is approximately \$86.5 million. This project reflects the latest estimates and allocations of the Commonwealth Transportation Board and is consistent with the Visualize 2045 Financial Plan and Air Quality Conformity Analysis.

VDOT requests approval of this TIP Amendment by the Transportation Planning Board's Steering Committee at its meeting on September 6. VDOT's representative will attend the meeting and be available to answer any questions about the amendments.

Chairman Nohe
August 27, 2019
Page Two

Thank you for your consideration of this request.

Sincerely,



Helen Cuervo, P.E.
District Administrator, Northern Virginia District, VDOT

Cc: Ms. Renée Hamilton, VDOT-NoVA,
Ms. Maria Sinner, P.E., VDOT-NoVA,
Mr. Norman Whitaker, AICP, VDOT-NoVA



COMMONWEALTH of VIRGINIA

DEPARTMENT OF TRANSPORTATION

4975 Alliance Drive
Fairfax, VA 22030

Stephen C. Brich, P.E.
COMMISSIONER

August 27, 2019

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

RE: FY 2019-2024 Transportation Improvement Program Amendment for TIP# 6681, UPC 115562, Construct Pedestrian Bridge between Crystal City & Washington DC National Airport

Dear Chairman Nohe:

The Virginia Department of Transportation (VDOT) requests an amendment to the FY 2019-2024 Transportation Improvement Program (TIP) to program funding for construction of a pedestrian bridge between Crystal City, Virginia, and Ronald Reagan Washington National Airport. This project will make a pedestrian connection between Crystal City and National Airport via a bridge that would allow travelers to avoid road congestion and the sometimes long waits for the Metro. In addition, this bridge will further incentivize Reagan Airport passengers and workers to travel to Crystal City.

The amendment adds \$8 million in CMAQ funds and State matching for the preliminary engineering phase in FY20. This amendment reflects the latest estimates and allocations by the Commonwealth Transportation Board. The funding was anticipated in the Visualize 2045 Financial Plan. This pedestrian project has no impact the Air Quality Conformity Analysis.

VDOT requests approval of this TIP Amendment by the Transportation Planning Board's Steering Committee at its meeting on September 6. VDOT's representative will attend the meeting and be available to answer any questions about the amendments.

Thank you for your consideration of this request.

Sincerely,

A handwritten signature in blue ink that reads "Helen Cuervo".

Helen Cuervo, P.E.
District Administrator, Northern Virginia District, VDOT

Chairman Martin Nohe
August 27, 2019
Page Two

Cc: Ms. Renée Hamilton, VDOT NoVA
Mr. Nick Roper, P.E., VDOT NoVA
Ms. Maria Sinner, P.E., VDOT NoVA,
Mr. Norman Whitaker, AICP, VDOT NoVA



COMMONWEALTH of VIRGINIA

DEPARTMENT OF TRANSPORTATION

4975 Alliance Drive
Fairfax, VA 22030

Stephen C. Brich, P.E.
COMMISSIONER

August 27, 2019

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

RE: FY 2019-2024 Transportation Improvement Program Amendment for TIP# 6682, UPC 115999, Construct I-95 SB Auxiliary Lane between VA 123 and VA 294

Dear Chairman Nohe:

The Virginia Department of Transportation (VDOT) requests an amendment to the FY 2019-2024 Transportation Improvement Program (TIP) to program funding to construct an I-95 SB Auxiliary Lane between VA 123 and VA 294. The auxiliary lane begins at the VA 123 on-ramp and will merge into an existing travel lane before the Prince William Parkway off-ramp. The length of the project is approximately 1.4 miles.

The addition of this auxiliary lane is expected to help relieve one of the worst bottlenecks in Prince William County. The amendment adds \$3,350,000 in private concession funds for preliminary engineering in FY19. This project is consistent with the Visualize 2045 long-range transportation plan and the related Air Quality Conformity Analysis. There is no impact on the financial constraint finding of the Visualize 2045 Financial Plan because concession funds are being used.

VDOT requests approval of this TIP Amendment by the Transportation Planning Board's Steering Committee at its meeting on September 6. VDOT's representative will attend the meeting and be available to answer any questions about the amendments.

Chairman Martin Nohe
August 27, 2019
Page Two

Thank you for your consideration of this request.

Sincerely,



Helen Cuervo, P.E.
District Administrator, Northern Virginia District, VDOT

Cc: Ms. Renée Hamilton, VDOT-NoVA
Ms. Maria Sinner, P.E., VDOT-NoVA
Mr. Norman Whitaker, AICP, VDOT-NoVA

**NORTHERN VIRGINIA
FY 2019-2024 TRANSPORTATION IMPROVEMENT PROGRAM
CAPITAL COSTS (in \$1,000)**

Source	Fed/St/Loc	Previous Funding	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Source Total
TIP ID: 6247 Agency ID: 5559 Title: Rolling Road			Complete: 2025 Total Cost: \$73,220						
Facility: VA 638 Rolling Road	AC	80/20/0	3,142 b	-3,142 b					0
From: VA 286 Fairfax Co. Pkwy (0.369 mi N. of Pk	ACC	80/20/0		3,142 b					3,142
To: VA 644 Old Keene Mill Road	EB/MG	80/20/0	204 b						204
	REVSH	0/50/50	6,843 b						6,843
	RSTP	80/20/0	2,706 a						14,156
			11,450 b						
Total Funds:									24,345

Description: Widening to 4 lanes

Amendment: Updating Funding **Approved on: 9/6/2019**
 Add \$2,706,266 (RSTP) for PE Phase off FFY19. Add \$204,003 (EB/STBG), \$11,449,603 (RSTP), \$6,842,608 (REVSH, State & NVTA), \$3,141,663 (AC) for ROW Phase of FFY19. Add \$3,141,663 (AC Conv.) for ROW Phase in FFY20.

Source	Fed/St/Loc	Previous Funding	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Source Total
TIP ID: 6450 Agency ID: 108720 Title: VA Route 28 Widening (Prince William County Line to Route 29)			Complete: 2023 Total Cost: \$86,480						
Facility: VA 28 Centreville Road	AC	100/0/0	43,175 c	-8,190 c	-2,757 c				32,228
From: PW County Line	ACC	100/0/0		8,190 c	2,757 c				10,947
To: Old Centreville Road	DEMO	100/0/0	1,800 a	5,090 b					8,399
			3,309 c						
	NHPP	100/0/0	3,010 c						3,010
	REVSH	0/50/50	20,000 c						20,000
	STBG 9	100/0/0	6,616 c						6,616
Total Funds:									81,200

Description: Widen from 4 to 6 lanes including intersection improvements and pedestrian/bicycle facilities.

Amendment: Additional Funding **Approved on: 9/6/2019**
 TIP AMD -release \$3,015,000 (NHPP) & add \$737,074 (DEMO) FFY19 RW phase; add \$252,778 (NHPP), release \$3,380,290 (DEMO), add \$2,757,222 (AC-NHPP) & \$12,199,821 (AC-Other, \$89,556 State, \$12,110,265 Local) FFY19, add \$8,189,639 (ACC-NHPP) FFY20 & \$2,757,222 (ACC-NHPP) FFY21 CN phase.

Amendment: Add Project **Approved on: 5/3/2019**
 This project was previously included in the FY 2017-2022 TIP and is being amended for inclusion in the FY 2019-2024 TIP.. TIP AMD - move \$3,015,000 (NHPP) from FFY19 PE phase to FFY19 RW phase; add \$4,352,508 (DEMO) FFY19, release \$6,424,144 (DEMO) FFY20

**NORTHERN VIRGINIA
FY 2019-2024 TRANSPORTATION IMPROVEMENT PROGRAM
CAPITAL COSTS (in \$1,000)**

	Source	Fed/St/Loc	Previous Funding	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Source Total
TIP ID: 6681	Agency ID: 115562	Title: CONNECTOR BRIDGE CRYSTAL CITY TO WASHINGTON NATIONAL AI				Complete:		Total Cost:		\$36,000

Facility: Crystal Drive CMAQ 80/20/0 8,000 a 8,000

From: Crystal City - Crystal Drive to VRE Station

To: Metrorail Station Wash DC Airport

Total Funds: 8,000

Description: Constructing a pedestrian bridge project that connects Crystal City to Wash DC Airport. This project is not considered significant for Air Quality Conformity process.

Amendment: Add New Project **Approved on: 9/6/2019**
 TIP AMD - add \$6,400,000 (CM) FFY20 PE phase.

TIP ID: 6682	Agency ID: 115999	Title: I-95 SB AUXILIARY LANE BETWEEN RTE 123 AND RTE 294				Complete: 2025		Total Cost:		\$32,000
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Facility: I 95 P3 0/100/0 3,350 a 3,350

From: VA 294

To: VA 123

Total Funds: 3,350

Description: This project includes adding an auxiliary travel lane on Southbound Interstate 95, from the Route 123 entrance ramp, which will merge into an existing lane before the Prince William Parkway exit ramp. The length of the project is approximately 1.4 miles.

Amendment: Add New Project **Approved on: 9/6/2019**
 The amendment adds \$3,350,000 in concession funds (private) for preliminary planning phase in FY19.

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

**RESOLUTION TO UPDATE THE 2014 AMENDED PROCEDURES FOR PROCESSING
REVISIONS TO THE LONG-RANGE TRANSPORTATION PLAN AND THE TRANSPORTATION
IMPROVEMENT PROGRAM TO INCORPORATE THE 2019 PROCEDURES
OF THE VIRGINIA DEPARTMENT OF TRANSPORTATION**

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 Federal Planning Regulations implementing the FAST Act require that TPB procedures for an administrative modification or an amendment to the Long-Range Transportation Plan and the Transportation Improvement Program (TIP) between scheduled periodic updates be documented and be consistent with the District Department of Transportation (DDOT), Maryland Department of Transportation (MDOT) and Virginia Department of Transportation (VDOT) procedures; and

WHEREAS, on January 16, 2008, the TPB approved its procedures for an administrative modification or an amendment to the Long-Range Transportation Plan and TIP that were developed in consultation with staff at DDOT, MDOT and VDOT and were consistent with their procedures; and

WHEREAS, on December 5, 2014, the TPB Steering Committee approved a resolution to update the procedures for processing revisions to the Long-Range Transportation Plan and the TIP to incorporate the 2014 procedures of MDOT; and

WHEREAS, in July 2019, VDOT published an agreement with the Federal Highway Administration (FHWA) Virginia Division and the Federal Transit Administration (FTA) Region III that revised the funding amount criteria and other aspects of a project for what qualifies as an administrative modification in the TIP and the Statewide Transportation Improvement Program (STIP); and

WHEREAS, the revised VDOT qualifications for an administrative modification are specified on page 6 of the enclosed agreement entitled Commonwealth of Virginia Statewide Improvement Program (STIP) Procedures; and

WHEREAS, the 2014 Updated TPB Procedures for Revisions to the Long-Range Transportation Plan and the TIP need to be updated to incorporate the July 2019 VDOT project information that qualifies as an administrative modification in the STIP and TIP;

NOW, THEREFORE, BE IT RESOLVED THAT the Steering Committee of the National Capital Region Transportation Planning Board approves the enclosed 2019 Procedures for Revisions to the Long-Range Transportation Plan and the TIP which incorporate the VDOT July 2019 revisions regarding administrative modifications.

Adopted by the TPB Steering Committee at its regular meeting on September 6, 2019.

PROCEDURES FOR REVISIONS TO THE LONG-RANGE TRANSPORTATION PLAN AND THE TRANSPORTATION IMPROVEMENT PROGRAM (TIP) FOR THE NATIONAL CAPITAL REGION

UPDATED SEPTEMBER 2019

Introduction

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

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

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

Definitions

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

1. Revise a project description without changing the project scope or conflicting with the environmental document;
2. Change the source of funds;
3. Change a project lead agency;
4. Splits or combines individually listed projects; as long as cost, schedule, and scope remain unchanged;
5. Changes required information for grouped project (lump sum) listings; or,
6. Adds or deletes projects from grouped project (lump sum) listings as long as the funding amounts stay within the guidelines in number two above.
7. Revise the funding amount listed for a project's phases subject to the applicable definition of the funding limitations adopted by DDOT, MDOT, and VDOT for their respective STIPs.

- a. For projects to be included in the DDOT STIP, the additional funding is limited to 20 percent of the project cost.
- b. For projects to be included in the MDOT STIP, changes to the funding amount is limited based upon a sliding scale that varies by the total cost of the project as follows:
 - If the total project cost is less than \$3 million, an Administrative Modification shall be used for an increase or decrease in cost of up to 50% of the total project cost or \$1 million, whichever is less.
 - If the total project cost is greater than \$3 million but less than \$10 million, an Administrative Modification shall be used for an increase or decrease in cost up to 30% of the total project cost.
 - If the total project cost is greater than \$10 million, an Administrative Modification shall be used for an increase or decrease of cost up to 20% of the total project cost.
- c. For projects to be included in the VDOT STIP, the additional funding is limited based upon a sliding scale that varies by the funding **source and** amount listed for the project as follows:

See the funding qualifications and other criteria specified on page 6 of the attached agreement entitled: Commonwealth of Virginia Statewide Transportation Improvement Program (STIP) Procedures, which was effective in July 2019.

 - ~~For a project cost of up to \$2 million, the additional funding is limited to 100 percent of the cost.~~
 - ~~For project costs between \$2 million and \$10 million, the additional funding is limited to 50 percent of the cost.~~
 - ~~For project costs between \$10 million and \$20 million, the additional funding is limited to 25 percent of the cost.~~
 - ~~For project costs between \$20 million and \$ 35 million, the additional funding is limited to 15 percent of the cost.~~
 - ~~For project costs more than \$35 million, the additional funding is limited to 10 percent and cannot exceed \$10 million.~~

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

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

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

Procedures

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

Administrative Modifications

The TPB has delegated approval of ~~CLRP~~ **Long-Range Transportation Plan** and TIP project administrative modifications to the Director, Department of Transportation Planning of the Metropolitan Washington Council of Governments. Requests for ~~CLRP~~ **Long-Range Transportation Plan** and TIP project administrative modifications will be submitted to the Director or his or designee. The requests will be reviewed and those meeting the definition of administrative modification will be approved and forwarded to the requesting implementing agency. All TPB approved requests for ~~CLRP~~ **Long-Range Transportation Plan** and TIP project administrative modifications will be posted on the TPB web site. Once approved by the appropriate state DOT, the administrative modification will be incorporated into the STIP and no federal action will be required.

Amendments

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

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

Dispute Resolution

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

Commonwealth of Virginia Statewide Transportation Improvement Program (STIP) Procedures

**Developed and agreed to by:
Virginia Department of Transportation
Virginia Department of Rail and Public Transportation
Federal Highway Administration Virginia Division
Federal Transit Administration Region III**

July 2019

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Introduction/Background

Virginia's Statewide Transportation Improvement Program (STIP) is a federally required four-year transportation improvement program that identifies those capital and non-capital surface transportation projects (or phases of projects) within the boundaries of the State that will utilize Federal funding. The STIP must also contain all regionally significant projects requiring an action by the Federal Highway Administration (FHWA) or the Federal Transit Administration (FTA) whether or not the projects are to be funded with Federal funding. The statewide prioritized list of projects, which includes the Virginia Department of Transportation (VDOT) and the Virginia Department of Rail and Public Transportation (DRPT) projects separately organized, is developed by the Commonwealth, in conjunction with the designated Metropolitan Planning Organizations (MPO), where applicable. The STIP must be consistent with the long-range statewide transportation plan, metropolitan long range transportation plans, and the Transportation Improvement Programs (TIPs). Each MPO TIP must be included without change in the STIP, directly or by reference. The incorporation, without change, of the TIPs into the STIP demonstrates the Governor of Virginia's approval of the TIPs.

This STIP Procedures document demonstrates agreement between the Federal and State agencies involved in development and management of the STIP and highlights processes and procedures established to streamline and effectively manage Virginia's STIP.

This STIP Procedures document does not relieve the State from the responsibility to involve affected MPOs in the STIP update and modification processes where required. It is recognized that MPOs may use update and modification processes for their TIPs that differ from the processes outlined below.

Development and Approval of the STIP and STIP Amendments

Development and approval of the Virginia STIP will be in accordance with [23 USC 134](#), [23 USC 135](#), [49 USC 5303](#), [49 USC 5304](#), [23 CFR 450](#), and [49 CFR 613](#). Federal regulations require a full update of the STIP at least every four years. A draft STIP will be posted to the VDOT website for a minimum of 30 days to allow time for interested parties to comment. The full STIP update requires joint FHWA and FTA approval. FTA approves STIP amendments initiated by DRPT for the transit portion of the STIP; FHWA approves STIP amendments initiated by VDOT for the highway portion of the STIP. Projects jointly administered by FHWA and FTA require STIP amendment approval from both FHWA and FTA.

Included Projects

In accordance with [23 CFR 450.218\(k\)](#), prior to inclusion of a project in the STIP, the project must be consistent with the approved fiscally constrained long range transportation plans.

In metropolitan planning areas (MPAs), the State develops the STIP in cooperation with the MPO(s) designated for the metropolitan planning area. The MPO and the State select projects and the TIP is approved by the MPO. The MPO TIPs are then included into the STIP without change. The incorporation without change, of the TIPs into the STIP, represents the Governor of Virginia's approval of the TIPs. The State then submits the STIP to FHWA/FTA for approval.

In each nonmetropolitan area in the State, the State develops the STIP in cooperation with the affected nonmetropolitan local officials using established consultation processes.

The first year of the STIP is viewed as the “agreed to” list of projects selected for implementation based on the obligation limitation. Projects in the subsequent three years may be advanced via an administrative modification as described below.

Project Information

In accordance with [CFR 450.218\(i\)](#), for each project or project phase (e.g., study, preliminary engineering, right-of-way, design, or construction) the STIP must include the following:

- Sufficient descriptive material (i.e., scope, termini, and length) to identify the project or phase. This includes a unique project identification number that cannot be changed or reused (i.e., UPC number for VDOT projects; STIP ID number for DRPT projects).
- Estimated total project cost or a project cost range, which may extend beyond the four years of the STIP.
- The amount of Federal funds proposed to be obligated during each program year and sources of non-Federal funds.
- Identification of the agency or agencies responsible for carrying out the project or phase.

Financial Constraint

Per [CFR 450.218\(o\)](#), the STIP shall include a project, or an identified phase of a project, only if full funding can reasonably be anticipated to be available for the project within the time period contemplated for completion of the project. Financial constraint of the STIP shall be demonstrated and maintained by year and shall include sufficient financial information to demonstrate which projects are to be implemented using current and/or reasonably available revenues, while federally supported facilities are adequately operated and maintained. The STIP may include a financial plan that demonstrates how the approved STIP can be implemented, indicates resources from public and private sources that are reasonably expected to be made available to carry out the STIP, and recommends any additional financing strategies for needed projects and programs. In cases where FHWA and FTA find a STIP to be fiscally constrained, and a revenue source is subsequently removed or substantially reduced (i.e., by legislative or administrative actions), FHWA and FTA will not withdraw the original determination of fiscal constraint. However, in such cases, FHWA and FTA will not act on an updated or amended STIP that does not reflect the changed revenue situation.

Grouped Projects

The grouping of projects allows flexibility and reduces paperwork for programming minor projects. Projects that are not considered to be of appropriate scale for individual identification in a given program year may be grouped by function, work type, and/or geographic area using the applicable classifications under [23 CFR 771.117\(c\) and \(d\)](#) and/or [40 CFR part 93](#). In nonattainment and maintenance areas, project classifications must be consistent with the “exempt project” classifications contained in the EPA's transportation conformity regulations ([40 CFR part 93, subpart A](#)). Additionally,

projects proposed for funding under [23 USC Chapter 2](#) that are not regionally significant may be grouped.

By agreement, public transportation projects and studies receiving FTA grant assistance will not be grouped in the STIP. In addition, a public transportation project not grouped by an MPO in its TIP will not be grouped in the STIP.

Project groupings, as illustrated in the STIP document, will include:

- Total obligation of funds by fund type, per group, per year; and
- Total estimated cost of the group.

VDOT will track projects added to each project grouping and make that information available to FHWA using OutsideVDOT or other method jointly agreed to by VDOT and FHWA.

A listing of project groupings that may be used in the STIP will be documented in an addendum to this STIP Procedures document and will identify the definition of each project grouping. Project groupings can be established, modified, or deleted by agreement between the relevant State and Federal agencies as noted in STIP Procedures Modifications.

Public Involvement

The Commonwealth Transportation Board (CTB) allocates public funds to projects through the State's [Six-Year Improvement Program \(SYIP\)](#). Public involvement/comment takes place at the annual Fall and Spring transportation meetings, when the CTB adds a project to the SYIP or when funding is changed/allocated to a project in the SYIP. The SYIP forms the basis for the STIP. The STIP is referenced in advertisements for the Fall and Spring meetings and a hard copy of the STIP is made available.

Each MPO has adopted its own public involvement procedures for various planning activities, consistent with Federal and State regulations. The State has adopted a process for those projects outside of metropolitan planning areas. The appropriate procedures for the project's geographic area are used when an activity triggers public involvement, such as the inclusion of a new individual project into the STIP.

A full STIP update includes a minimum 30-day review period where the draft STIP is posted to VDOT's website.

Information on the State's various public participation methods is included in the [Public Participation in Virginia's Transportation Planning and Programming Process](#) document.

STIP Modification Process

A STIP modification is a change that is made between full updates of the STIP. There are three types of STIP modifications: (1) amendments, (2) administrative modifications, and (3) technical corrections. This agreement establishes a process to modify the Virginia STIP and govern the processing of STIP

amendments, administrative modifications, and technical corrections. The STIP may be amended at any time under procedures agreed to by the Federal and State agencies consistent with Federal regulations.

Amendments

An amendment involves a major change to a project in the STIP, including:

- Addition or deletion of a project or project phase
- Major change in project or project phase initiation date
- Major change in design concept or design scope (e.g., changing project termini or the number of through traffic lanes or changing the number of stations in the case of fixed guideway transit projects)
- Any change that requires an air quality conformity determination
- Major change in project cost as shown in the threshold tables below

An amendment requires Federal approval before project authorization or other Federal action. Amendment documentation shall demonstrate impact on financial constraint of the STIP in the amendment request. An amendment consisting of a new individual project for inclusion into the STIP by the State is subject to fiscal constraint and public involvement. In non-attainment or maintenance areas, any amendment for a non-exempt project requires a conformity determination.

Transit-FTA Project/Phase Cost Increase Thresholds for Amendments

Approved STIP Total Estimated Project Cost	Estimate Increase Requiring Amendment
Up to \$2,000,000	>100%
>\$2,000,000 to \$10,000,000	>50%
>\$10,000,000	>25%

Highway-FHWA Project/Phase Cost Increase Thresholds for Amendments

Approved STIP Total Estimated Project Cost	Estimate Increase Requiring Amendment
Up to \$2,000,000	>100%
>\$2,000,000 to \$10,000,000	>50%
>\$10,000,000 to \$20,000,000	>25%
>\$20,000,000 to \$35,000,000	>15%
>\$35,000,000	>10%

Administrative Modifications

An administrative modification involves a minor change to the STIP, including

- Minor changes in design concept or project scope
- Minor changes in project or phase costs that are less than the limits established in the threshold tables included in the Amendments section above
- Minor changes to project or project phase initiation dates
- Advancement of a project or phase from year two, three, or four of the STIP
- Minor changes to funding sources of previously included projects, including a change in the source of funds (e.g., change from non-Federal to Federal, change in type of Federal funds, or change in type of non-Federal funds)
- Splitting or combining individually listed projects – as long as overall cost, schedule, and scope remain unchanged
- Change in project or phase name (i.e. from study to preliminary design)
- Change in the project lead agency

An administrative modification does not require public review and comment, re-demonstration of fiscal constraint, or an updated air quality conformity determination. Administrative modifications may be made by the State, without Federal approval. The State shall provide documentation of administrative modifications to the appropriate Federal agency. If the State is uncertain whether a proposed change qualifies as an administrative modification, the appropriate Federal agency should be consulted prior to taking the action.

By practice, VDOT re-demonstrates fiscal constraint when notifying FHWA of administrative modifications.

Technical Corrections

Technical corrections are minor changes that do not require Federal approval. These corrections include typographical, grammatical or syntactical errors that address, for example, an error in spelling, grammar, deletion of a redundant word or formatting that was inadvertently published. It does not include changes to funding amounts. Such changes are handled on a case-by-case basis through agreement between the State and Federal agencies and coordinated with the MPOs as necessary.

Implementation

The procedures established in this document will be effective upon execution of the document by the final signatory. This STIP Procedures document does not impact project phases authorized based on previous approved STIP documents.

STIP Procedures Modifications

It may be necessary to amend this STIP Procedures document at any time should essential modifications become apparent to any party. The Parties agree that this STIP Procedures document will be reviewed at least every five years, and revised as necessary to reflect changes in Federal and State laws, regulations, and requirements.

Any changes to this STIP Procedures document involving only project groupings, such as establishing, modifying, or deleting a project grouping, may be processed as a STIP Procedures Addendum - Project Groupings revision by agreement between the State and relevant Federal agencies. Such changes do not require a formal update and signature by the below signatories on the STIP Procedures document.

Dispute Resolution

If a question arises on the interpretation of any requirement or procedure within this STIP Procedures document, VDOT, DRPT, FHWA, and FTA will consult each other collectively to resolve the question. If after consultation the parties disagree, the final decision rests with the FTA for transit projects and with FHWA for highway projects unless the current FHWA/VDOT Stewardship and Oversight Agreement dictate otherwise.

SIGNATORY:

VIRGINIA DEPARTMENT OF TRANSPORTATION

By: Wendy E. Thomas
Wendy E. Thomas
Federal Programs Management Division Director

Date: 7/15/19

SIGNATORY:

VIRGINIA DEPARTMENT OF RAIL AND PUBLIC TRANSPORTATION

By: Marie K. Berry
Marie K. Berry
Financial Programming Manager

Date: July 1, 2019

SIGNATORY:

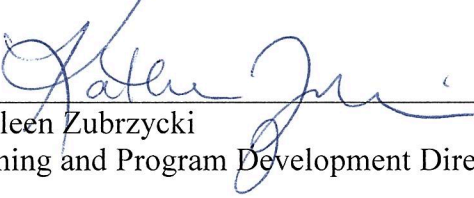
Federal Highway Administration Virginia Division

By: John Simkins
John Simkins
Planning and Environment Team Leader

Date: 7/3/19

SIGNATORY:

Federal Transit Administration Region 3

By:  _____
Kathleen Zubrzycki
Planning and Program Development Director

Date: 7-11-19

Projects qualifying to be grouped based on the description included in the Grouped Projects section of the Commonwealth of Virginia STIP Procedures document may be grouped into the categories listed in the tables below. Grouping is to be based on project scope/type of work.

Changes to the STIP project groupings such as establishing, modifying, or deleting a grouping, may be processed as a revision to this addendum by agreement between the State and relevant Federal agencies. Such changes do not require a formal update and signature by the signatories on the Commonwealth of Virginia STIP Procedures document.

STIP Construction Groupings	
Grouping Name/Project Work Types	Grouping Work Type Description
Transportation Alternatives/Byway/Other Non-Traditional Transportation Projects (CN)	Projects with scopes of work eligible for funding under the former Transportation Enhancement and Transportation Alternatives Programs, and the Transportation Alternatives (TA) Set-Aside of the Surface Transportation Block Grant Program, regardless of funding source. Examples include: construction of interpretive pull-offs and overlooks; rehabilitation/restoration/reconstruction of historic buildings; tourist and welcome centers; transportation museums; pedestrian/bicycle facilities; parking facilities; wildflower plantings.
Rail (CN)	Projects for rail/highway grade crossing improvements, regardless of funding source. Examples include: improvements to warning devices, crossing surfaces, and construction of grade separation to replace existing at-grade railroad crossings at the same location.
Safety/ITS/Operational Improvements (CN)	Safety improvement projects such as: those qualifying for HES/HSIP funding, shoulder improvements, increasing sight distance, traffic control devices, guardrails, median barriers, pavement resurfacing/rehabilitation, pavement markings, fencing, lighting improvements, intersection channelization/signalization/reconfiguration projects, traffic calming projects,

	improvements to crossovers or clear zones, addition/extension of turn lanes, extension of acceleration/deceleration lanes, drainage improvements, etc. Grouping would also include reconstruction or minor widening on or adjacent to same alignment (no increase in capacity), improvements to and modernization of rest areas, toll facilities, and weigh stations; ITS activities; or traffic operations improvement projects.
Bridge Rehabilitation/Replacement/Reconstruction (CN)	Bridge construction projects such as: bridge or drainage structure rehabilitation, reconstruction or replacement when said work is on or adjacent to the same alignment.
Federal Lands Highway (CN)	Projects funded and/or administered by the FHWA Eastern Federal Lands Highway Division.
Recreational Trails (CN)	Projects funded and advanced as part of the recreational trails program through the Department of Conservation and Recreation.

STIP Maintenance Groupings	
Preventive Maintenance and System Preservation (MN)	<p>Projects with the following examples of eligible work: area wide programs for cleaning drainage facilities, corrosion protection activities, highway sign face cleaning, and retrofitting of dowel bars.</p> <p>Pavement preservation projects that are of a preventative nature. Pavement preservation activities that extend pavement life between 2 and 10 years and typically involve the surface layer of the pavement structure. Also includes pavement resurfacing, restoration, and rehabilitation (3R) activities that are limited to the bound layers of the pavement and typically extend</p>

	<p>pavement life between 12 and 20 years.</p> <p>Examples of eligible pavement preservation activities are included in the March 2015 Federal-Aid Maintenance Agreement between VDOT and FHWA (PM/3R Agreement).</p>
Preventive Maintenance for Bridges (MN)	<p>Projects including the eligible bridge activities outlined in the March 2015 PM/3R Agreement (i.e. seal/replace/reconstruction of joints, deck overlays, painting, cathodic protection, retrofit of fracture critical members and fatigue prone details, and some concrete repairs). Also included are bridge safety inspections.</p>
Traffic and Safety Operations (MN)	<p>Projects which include signs, traffic signals, pavement markings and markers, guardrail, replacement/preventive maintenance of roadway lighting, maintenance/replacement/upgrade of traffic calming devices, etc.</p>

STIP Transit Groupings	
Transit System Preservation	<p>Operating assistance to transit agencies and the purchase of office, shop, and operating equipment for existing facilities. Includes preventative maintenance and non-fixed route ADA paratransit service.</p>
Transit Rail ROW Improvements	<p>Construction or renovation of power, signal, and communications systems, the rehabilitation of track structures, track, and trackbed in existing rights-of-way, and railroad/highway crossing projects.</p>
Transit Vehicles	<p>Purchase/lease of new buses and rail cars to replace existing vehicles or for minor expansions of the fleet; rehabilitation of transit vehicles; and the purchase of</p>

	support vehicles. Also includes the purchase of operating equipment for vehicles (e.g. radios, fareboxes, lifts, etc.).
Transit Amenities	Construction of small passenger shelters and information kiosks; plantings, landscaping, fencing, lighting improvements, sign removal, etc.
Transit Ridesharing	Continuation of ride-sharing and van-pooling promotion activities at current levels.
Transit Access	Bicycle and pedestrian facilities.
Transit Engineering	Engineering to assess social, economic, and environmental effects of proposed action or alternatives to that action.



MEMORANDUM

TO: TPB Steering Committee
FROM: John Swanson, Transportation Planner
SUBJECT: Technical Corrections in Maryland TAP Funding Awards for FY 2020
DATE: September 6, 2019

We are seeking the Steering Committee’s approval of technical corrections in TPB Resolution R2-2020. These corrections will provide additional funding for two projects that the Transportation Planning Board (TPB) approved for funding from the FY 2020 Maryland Transportation Alternatives Set-Aside Program (TAP).

On July 24, 2019, through Resolution R2-2020, the TPB approved TAP funding in the amounts of \$80,494 for Takoma Park and \$77,738 for University Park. These funding awards, however, were lower than the amounts requested in the applications because elements of the proposed projects were deemed ineligible by MDOT SHA. For Takoma Park, an expense for \$30,000 for four rectangular rapid flashing beacons was found to be ineligible. For University Park, an expense for \$21,310 for a mobile electronic speed monitoring sign was found ineligible.

Unfortunately, staff made an accounting error in deducting the ineligible expenses from the final awards for federal funding. Staff should have subtracted the ineligible amounts from the total project costs and then subsequently taken out the 20% local match. Instead, staff incorrectly subtracted the ineligible costs directly from the applications’ requested amounts, which already had the 20% taken out. These errors resulted in the TPB approving federal funding awards that were lower than they should have been.

When these mathematical mistakes are corrected, we find that an additional \$6,000 should be added to the Takoma Park project and \$4,262 should be added to the University Park project. There is enough funding available to allocate towards these projects.

The table below provides a summary of the information described above.

	Total Application Cost	Requested Federal Funding (80%)	Ineligible Expenses	TPB-Approved Federal Funding Award	Correct Federal Funding Award	Funding to Add to Federal Award
Takoma Park	138,118	110,494	30,000	80,494	86,494	6,000
University Park	123,810	99,048	21,310	77,738	82,000	4,262

The resolution, corrected to reflect the changes noted above, is attached to this memorandum.

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

**RESOLUTION TO APPROVE PROJECTS FOR TRANSPORTATION
ALTERNATIVES SET ASIDE PROGRAM FUNDING UNDER THE SURFACE
TRANSPORTATION BLOCK GRANT PROGRAM FOR FY 2020
IN MARYLAND**

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

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

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

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

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

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

WHEREAS, a solicitation for TA Set Aside projects was conducted by the Maryland Department of Transportation from April 15, 2019 to May 15, 2019; and

WHEREAS, the TPB's TA Set Aside Selection Panel met on July 8, 2019 and recommended funding four of the applications received based on project readiness and eligibility and each project's ability to meet the regional selection criteria; and

WHEREAS, on July 12, 2019, the TPB Technical Committee was briefed on the recommended projects;

NOW, THEREFORE, BE IT RESOLVED THAT the National Capital Region Transportation Planning Board approves the projects for funding under the Transportation Alternatives Set Aside Program for FY 2020 in Maryland as described below and in the attached materials.

- \$250,000 - Chamber Avenue Green Street/Complete Street Project, Town of Capitol Heights
- \$82,000 - University Park Elementary School Safe Routes to School Plan, Town of University Park
- \$86,494 - Takoma Park Safe Routes to School Improvements, City of Takoma Park,
- \$280,000 - North Stonestreet Avenue: Street and Sidewalk Improvements, City of Rockville

Underlined text = New language

~~Stricken text~~ = Deletion

Adopted by the Transportation Planning Board at its regular meeting on July 24, 2019

Technical correction approved by the TPB Steering Committee at its regular meeting on September 6, 2019.



MEMORANDUM

TO: Transportation Planning Board
FROM: John Swanson, Transportation Planner
SUBJECT: Projects recommended for funding in FY 2020 in Maryland under the Transportation Alternatives Set Aside Program
DATE: July 18, 2019

SUMMARY

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

For FY 2020, a selection panel has recommended that the following projects in Maryland be approved by the TPB at its meeting on July 24, 2019.

Project	Jurisdiction/Agency	Recommendation
Chamber Avenue Green Street/Complete Street Project	Town of Capitol Heights	\$250,000
University Park Elementary School Safe Routes to School Plan	Town of University Park	\$77,738 82,000
Takoma Park Safe Routes to School Improvements	City of Takoma Park	\$80,494 86,494
North Stonestreet Avenue: Street and Sidewalk Improvements	City of Rockville	\$280,000
Total		\$688,232 698,494

BACKGROUND

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

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

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

The TA Set Aside offers the region the ability to fund projects that support regional priorities and goals. Applicants from the National Capital Region are asked to show how their projects will serve regional criteria when they seek TA Set Aside funds. The criteria, which are rooted in TPB policies and programs, include: focus on expanding transportation options; support for Regional Activity Centers; access to high-capacity transit; access in Equity Emphasis Areas; support for the National Capital Trail; and increased access for people with disabilities.

FY 2020 SOLICITATION FOR MARYLAND

Since the establishment of TAP in 2012, and the TA Set Aside in 2015, the TPB continues to combine its solicitations with the state departments of transportation in the District of Columbia, Maryland, and Virginia. As part of the annual review process, TPB staff works with the Maryland Department of Transportation State Highway Administration (MDOT SHA) to administer the TA Set Aside for Suburban Maryland.

For this current round of funding in Maryland, MDOT SHA launched the solicitation process on April 15, 2019. Applications were due to MDOTSHA on May 15, 2019. For applicants from the TPB’s Maryland jurisdictions, the MDOT SHA application included a supplementary form requesting information about how projects responded to the TPB’s regional priorities including promoting non-motorized circulation within Activity Centers, enhancing access to transit stations, and increasing multimodal transportation options.

Maryland follows a two-stage project selection process. In the first stage, large MPOs like the TPB (those designated as “Transportation Management Areas”) select projects using sub-allocated funds. In the second stage, a process is conducted by MDOT SHA at the state level to select projects using the statewide TAP funds.

For the TPB’s Maryland jurisdictions for FY 2020, MDOT SHA received seven eligible applications representing a total of \$3,690,174 in requested funding. The TPB was sub-allocated a maximum of \$1,217,150 for decision-making at the MPO level.

TPB staff met with MDOT SHA staff to review all the applications. TPB and MDOT SHA staff also conducted a site visit to review the application submitted by Capitol Heights.

PROJECT SELECTION

The TPB is responsible for completing the first step in the selection process described above. To develop draft recommendations, TPB staff invited representatives from the District of Columbia and Virginia departments of transportation, along with COG/TPB staff, to participate on the TPB's technical review panel. Christy Bernal from MDOT SHA, actively participated in the panel discussion and served as a technical resource for the meeting.

Panel participants included:

- Kelsey Bridges, District Department of Transportation
- Pam Liston, Virginia Department of Transportation
- Michael Farrell, COG/TPB
- John Swanson, COG/TPB

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

- ***Focus on expanding transportation options (10 points):*** Will the project significantly increase transportation options for pedestrians, bicyclists and other non-drivers? Will the transportation benefits of the project be more than just recreational?
- ***Support for Regional Activity Centers (10 points):*** Does the project enhance walkability and accessibility within or between Regional Activity Centers? (Information on which projects involve Regional Activity Centers is provided to the selection panel.)
- ***Access to high-capacity transit (10 points):*** Will the project improve ped/bike access to major transit facilities, such as Metrorail, VRE, or bus rapid transit?
- ***Access in Equity Emphasis Areas (10 points):*** Does the project promote accessibility for communities in Equity Emphasis Areas (EEAs)? EEAs are locations that the TPB has identified as having high concentrations of low-income and/or minority populations.
- ***Safe routes to schools (5 points):*** Does the project enhance safe ped/bike access to schools?
- ***Increased access for people with disabilities (5 points):*** Does the project promote accessibility for people with disabilities?

The panel met via WebEx on July 8, 2019. To provide a basis for discussion, each member provided general rankings for each project application (high, medium, or low) based on the numerical score they gave each project. The group discussed each project individually and asked the MDOT SHA representative for additional information regarding the applications. The panel then agreed upon joint preliminary rankings of high, medium, or low for each project. As a final step, the group determined funding recommendations based on these rankings. The final recommendations are the result of consensus. The recommendations are jointly decided and do not simply reflect a quantitative sum of each panelist's individual scores.

The panel discussion was informed by new rules established by MDOT SHA which are designed to ensure projects that are awarded funding are achievable. These new rules establish the following conditions:

- Prohibit MPOs from funding projects on a partial basis.
- Require projects to complete key phases in their development before they qualify for a subsequent phase. Projects seeking construction funding are now required to have completed 30% design. Projects seeking design funding are now required to have completed a concept-level plan.

These new rules and the fact that there was only a limited amount of funding available contributed to a limited consideration of options for distribution of funding by the TPB selection panel. Large projects were difficult to include as the projects needed to be funded in their entirety, and those large projects did not provide a scalable option to award lesser funding. Other projects were subject to concerns about eligibility. After considerable deliberation, the panel decided it would not award \$528,918 \$518,656 of its allocation this year. These funds will be rolled into next year's sub-allocation or portions of this funding may be used to supplement projects that have been previously awarded by the TPB if needed.

At the end of the meeting on July 8, the review panel recommended four projects for funding, which are listed described below. Upon completion of the TPB's selection process, the unsuccessful applications will automatically be submitted to compete for the statewide TAP funds.

A table listing all the submitted applications and the selection panel's funding recommendations is attached to this memorandum.

FY 2020 PROJECTS

Based upon this review process, staff is recommending full funding for the three projects briefly described below. The projects will serve myriad policy priorities of the TPB, including promoting Regional Activity Centers, Equity Emphasis Areas, and access to transit.

- **Chamber Avenue Green Street/Complete Street Project**

Town of Capitol Heights

\$250,000.00

A pedestrian unfriendly road will be transformed by this project into a safe and inviting pathway to the Capitol Heights Metro Station. The project, which is a key step in fulfilling the town's Green Street/Complete Street Master Plan, will construct improvements for pedestrians and bicyclists along the Chambers Avenue-Capitol Heights Boulevard-Davey Street corridor. The scope includes a reduction of the width of vehicle travel lanes, new sidewalks (with appropriate signage), new street lighting, bike lane installation, improved pedestrian crossings, and new pedestrian lighting. The project, which will complete final design and construction, includes funding from a variety of sources in addition to the TA Set-Aside grant.

- **University Park Elementary School Safe Routes to School Plan**

Town of University Park

\$77,738.00

\$82,000.00

Responding to growing concerns about pedestrian safety and findings from a recent traffic analysis, the town of University Park is moving forward with plans to ensure its children can walk to school safely. This project entails the design of infrastructure work including sidewalk improvements, traffic calming and speed reduction improvements¹ and pedestrian and bicycle crossing improvements to provide safe access to the University Park Elementary School. The project also includes funding for educational materials and programming.

- **Takoma Park Safe Routes to School Improvements**

City of Takoma Park

\$80,494.00

\$86,494.00

With this grant², Takoma Park will continue its highly regarded educational programming which introduces best safety practices for walking and biking to primary school students. The curriculum includes a Crosswalk Simulation Activity and Bike Rodeo. A new feature of the Takoma Park programming is the iCan Shine Camp, which will teach biking skills for students with disabilities. The iCan Shine camp will be open to Maryland residents with disabilities.

- **North Stonestreet Avenue: Street and Sidewalk Improvements**

City of Rockville

\$280,000.00

Focusing on improving pedestrian and bicycle connections to the Rockville Metro Station, this project will design street³ and sidewalk improvements along Park Road (between North Stonestreet Avenue and South Stonestreet Avenue) and N. Stonestreet Ave (between Park Road and Lincoln Avenue). Improvements will include wider sidewalks, a new intersection alignment⁴, and bike lanes. The project is based upon recommendation in the recently completed Stonestreet Corridor Study, which featured extensive public outreach.

NEXT STEPS

Following the TPB's action on the FY 2020 recommendations, which is scheduled for July 24, TPB staff will forward information regarding the approved projects to MDOT for inclusion in MDOT's Capital Improvement Program.

In addition, MDOT SHA will conduct its statewide project selection process, which will include consideration of whether to award funding, using the statewide TA Set Aside funds, to the Maryland

¹ The application included a funding request for a mobile electronic speed monitoring sign. This equipment was deemed ineligible for grant funding this item was deducted from the panel's recommendations for funding.

² The application included a funding request for four rectangular rapid flashing beacons. These devices were deemed ineligible for grant funding and these items were deducted from the panel's recommendation for funding.

³ MDOT SHA has indicated that the street design will be considered ineligible for TA grant funding if it is not specifically for bicycle lanes.

⁴ MDOT SHA has indicated that the design of a new intersection alignment will not be considered eligible for TA funding if it is not specifically for bicycle lanes.

applications that were not funded through the TPB's process. Once all selections are finalized, MDOT SHA staff will work with applicants to administer funding.

Underlined text = New language

~~Stricken text~~ = Deletion



MEMORANDUM

TO: Transportation Planning Board
FROM: Kanti Srikanth, TPB Staff Director
SUBJECT: Letters Sent/Received
DATE: September 12, 2019

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

July 31, 2019

The Honorable Martin Nohe
Chair
National Capital Region Transportation Planning Board
Metropolitan Washington Council of Governments
777 North Capital Street, NE, Suite 300
Washington, D.C. 20002

Dear Chairman Nohe,

I am writing to provide additional detail following the brief discussion at the July 24, 2019, Transportation Planning Board (TPB) meeting regarding the submission of a formal request by the Montgomery County Executive via letter dated July 11, 2019, to study Montgomery County's proposed revisions to the I-495/I-270 Traffic Relief Plan.

First, I am pleased to see the County Executive has recognized the need for a price-managed lane network as an essential means for delivering congestion relief to the hundreds of thousands of people and commercial vehicles across Maryland, the National Capital Region, and along the national freight network who use I-495 and I-270 every day. The Maryland Department of Transportation (MDOT) is committed to an approach that delivers maximum results while leveraging our existing and planned multimodal transportation investments in the region. MDOT will evaluate Montgomery County's proposal in compliance with the existing National Environmental Policy Act (NEPA) process for the I-495 and I-270 Managed Lanes Study.

In developing the Managed Lanes Study, MDOT has continually sought public and other stakeholder input, including from Montgomery County. While conducting the NEPA process, we have participated in dozens of community town halls and meetings with elected officials throughout the region. The MDOT State Highway Administration (MDOT SHA) also has held three rounds of public workshops, and produced additional traffic, financial, and environmental analyses to determine the Alternatives Retained for Detailed Study (ARDS).

MDOT is committed to conducting additional analysis of the submission to better determine its reasonableness. This review will allow us, and the public, to better understand how or whether these revisions will work in balance with our other multimodal investments, the impacts on the surrounding transportation network and communities along both MD-200 (the Intercountry Connector) and the Capital Beltway, equity for users of the system, and the ability of the State to deliver improvements containing the proposed revisions at no net cost to the State.

The Honorable Martin Nohe
Page Two

To be clear, the purpose of this additional analysis is to determine whether the proposal meets the agreed-upon Study Purpose and Need and warrants further detailed study. It is imperative that the integrity of the NEPA process not be compromised and equally important that MDOT's commitment to analyze Montgomery County's request not delay the State's ability to deliver regional congestion relief.

The analysis of Montgomery County's proposal will be conducted to the same level as was done to evaluate the Managed Lanes Study's ARDS, presented at the Spring 2019 Public Workshops. Traffic modeling and analysis, cost estimates, and financial analyses will be completed, as well as analysis of environmental and property impacts.

Specifically, the traffic analysis conducted will include running the Metropolitan Washington Council of Government's regional travel demand model (MWCOCG 2040) which includes tolls on MD 200 and on proposed managed lanes, completion of Purple Line Light Rail, Corridor Cities Transitway, US 29 Bus Rapid Transit (BRT), and Randolph Road BRT. The traffic modeling and analysis will provide traffic metrics to compare to ARDS including network delay, local network delay, corridor throughput, travel time index, level of service, corridor travel speed, and latent demand served. Again, this is the same analysis used to evaluate the ARDS.

We appreciate the productive working relationship MDOT has enjoyed with the TPB and look forward to our continued collaboration as we work toward our goal of providing meaningful, transformative transportation solutions for the region. If you have any further questions or concerns about our analysis, please contact Mr. Gregory Slater, MDOT SHA Administrator, at 410-545-0400 or via email at gslater@sha.state.md.us. Administrator Slater will be happy to assist you. Of course, you can always contact me directly.

Sincerely,



Pete K. Rahn
Secretary

cc. Mr. Gregory Slater, Administrator, MDOT SHA



Angela D. Alsobrooks
County Executive

PRINCE GEORGE'S COUNTY GOVERNMENT

Department of Public Works and Transportation
Office of Transportation



Terry L. Bellamy
Director

August 8, 2019

Mr. Martin E. Nohe
Chair, National Capital Region
Transportation Planning Board
Metropolitan Washington Council of Governments
777 North Capitol Street NE,
Suite 300
Washington, DC 20002

Dear Mr. Nohe:

I am writing to inform you that on July 22, 2019, the Prince George's County Department of Public Works and Transportation (DPW&T) was notified that our application for the Federal Transit Administration's Low- or No-Emission (Low-No) Grant was approved. The County will receive \$2,200,000 in grant funding for the Prince George's County Bus Replacement Program.

I would like to personally express my gratitude to you and your staff for working with our team to provide a letter of support to accompany our application submission to the Federal Transit Administration. I sincerely believe that the high level of support expressed assisted the reviewers in understanding the importance of funding this exciting project.

The grant funds the purchase of the County's first environmentally friendly electric buses. These four new electric buses will initiate replacement of obsolete fossil fuel burning buses within the fleet, improving the rider experience while protecting the environment.

As a transportation agency, DPW&T recognizes the critical role a well-connected, intermodal transportation network plays in assuring safety, enhancing quality of life, and promoting economic development within our County. Thank you for your leadership and support of our efforts to advance quality, multi-modal transportation in the County.

Sincerely,

Terry L. Bellamy
Director

9400 Peppercorn Place, Suite 320, Largo, Maryland 20774

(301) 883-5656

FAX (301) 925-1224

Maryland Relay 711



National Capital Region
Transportation Planning Board

August 8, 2019

The Honorable Matthew J. Kelly
Chair
Fredericksburg Area Metropolitan Planning Organization
406 Princess Anne Street
Fredericksburg, VA 22401

Re: Responding to Federal Metropolitan Transportation Planning Process Recommendations

Dear Chairman Kelly:

As you are aware, the National Capital Region Transportation Planning Board (TPB) and the Fredericksburg Area Metropolitan Planning Organization (FAMPO) are two adjacent metropolitan planning organizations (MPOs) which have a special relationship as defined in the “2004 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” (2004 TPB/FAMPO MOU). Simply put, FAMPO assists the TPB by conducting the metropolitan transportation planning process for the urbanized portion of Stafford County on behalf of the TPB.

The TPB’s metropolitan transportation planning process has recently been reviewed and certified by Federal Highway Administration (FHWA) and Federal Transit Administration (FTA). The FHWA and FTA have strongly recommended that the 2004 TPB/FAMPO MOU be updated by June 4, 2020. Further, FHWA and FTA recommend that specific written provisions for fulfilling the federal Performance Based Planning and Programming (PBPP) requirements be executed between TPB, FAMPO, and providers of public transportation by June 4, 2020.

This letter serves to inform FAMPO that the TPB intends to fulfill the above recommendations in a timely manner and requests FAMPO’s assistance in executing these tasks.

BACKGROUND

The purpose of the 2004 TPB/FAMPO MOU was to identify roles and responsibilities for cooperatively conducting the metropolitan transportation planning and programming process in the FAMPO portion of the Metropolitan Washington Urbanized Area (UZA). This became necessary when the TPB’s urbanized area boundary (UZA) expanded with the 2000 census. The U.S. Census Bureau defines urbanized areas and after the 2000 census, it was determined that the northern Stafford County area had become urbanized and connected to the Washington UZA.

At that time, Stafford County had a choice regarding its metropolitan transportation planning process: join the TPB (the designated MPO of the expanded UZA) or become part of a new MPO for the expanded UZA. Stafford County expressed a desire to remain part of FAMPO, the MPO for the adjacent Fredericksburg UZA. FAMPO indicated its willingness to accept the additional responsibilities to conduct the metropolitan planning process for the portion of Stafford County found to be contiguous with Washington UZA. TPB responsibilities are slightly different and include more tasks than what FAMPO’s responsibilities are for the rest of its planning area.

Based on discussions with its membership and input from its federal partners, and having determined FAMPO's ability to provide for the planning process for the urbanized portion of Stafford County, the TPB supported the County and FAMPO's request. The MOU outlines these provisions.

2019 FEDERAL CERTIFICATION REVIEW

Every 4 years, the large MPOs must be certified by FHWA and FTA. This certification involves a close examination of all products and processes produced and conducted by the MPO to certify if the federal regulations are met. As defined by the 2004 TPB/FAMPO MOU, FAMPO is conducting planning on behalf of the TPB for northern Stafford County. Therefore, FAMPO products and processes were also part of the review.

While the 2004 TPB/FAMPO MOU has been reviewed on a periodic basis through the 4-year certification review cycle in 2006, 2010, and again in 2014, no updates were made. However, the most recent federal transportation authorization (FAST Act) has made changes to MPO requirements, including the addition of a new requirement to provide written provisions on PBPP implementation. Since the 2004 TPB/FAMPO MOU does not yet reflect these additional requirements, the FHWA and FTA have recommended the following be executed by June 4, 2020.

1. The 2004 TPB/FAMPO MOU 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 on-going roles and responsibilities are consistent with regional, State, and Federal expectations.
2. The TPB, FAMPO, State, and providers of public transportation, develop agreed upon specific written provisions for cooperatively developing and sharing information related to PBPP requirements, including transportation performance data, the selection of performance targets, the reporting of performance targets, the reporting of performance to be used in tracking progress toward attainment of critical outcomes for the region of the MPO, and the collection of data for the State asset management plan for the National Highway System.

PROCESS TO IMPLEMENT FEDERAL RECOMMENDATIONS

TPB staff anticipates that the following coordination and actions will be taken to implement the recommendations in a timely manner. Also attached is a summary of the TPB.

Board Member Coordination: There will be presentations and notifications to both TPB and FAMPO Board members, through the regular board meetings, correspondence such as this letter, and other means as necessary. Given that the area in question is within Stafford County, the County will be expected to play a major role as the details are worked through.

TPB and FAMPO Staff: TPB and FAMPO staff will coordinate work activities, draft each document and work with the legal staff to ensure compliance.

Virginia Department of Transportation (VDOT) and Virginia Department of Rail and Public Transportation (VDRPT): State departments of transportation, including VDOT, VDRPT, the Maryland Department of Transportation and the District of Columbia Department of Transportation will participate through their role as MPO oversight agencies.

The Honorable Matthew J. Kelly
August 8, 2019

Execution: Upon satisfactorily addressing the objectives for conducting the metropolitan planning process for the portion of Stafford County within the TPB's urbanized areas, the TPB and FAMPO will be expected to execute the agreement. For TPB, this means that a final agreement will be presented to the TPB no later than April 16, 2020, with an anticipated approval date of May 20, 2020 (all major actions by the TPB take 2 months – information is presented the first month and then action is taken the second month). Please note that this means that in order for the federal deadline to be met, the documents must essentially be finalized by March 2020.

FHWA/FTA: TPB will transmit the final executed agreements to FHWA and FTA prior to June 4, 2020.

Thank you for your cooperation in implementing these important recommendations. If you have any questions or concerns, please do not hesitate to contact the TPB's Director, Kanti Srikanth at 202-962-3257 or Lyn Erickson, the TPB's Plan Development and Coordination Program Director, at 202-962-3319. We look forward to carrying on our strong relationship and conducting an outstanding transportation planning process that is continuing, cooperative and comprehensive.

Sincerely,



Martin E. Nohe
Chair

Attachment

cc: Mr. Paul Agnello, FAMPO Administrator
Mr. Kanathur Srikanth, TPB Staff Director
Ms. Lyn Erickson, TPB Staff
Ms. Sandra Jackson, FHWA
Mr. Dan Koenig, FTA



About the Transportation Planning Board

The National Capital Region Transportation Planning Board (TPB) is the federally designated Metropolitan Planning Organization (MPO) for the Washington region. MPOs must carry out transportation planning activities for the US Census declared Urbanized Area. The Washington Urbanized Area encompasses portions of the State of Maryland, portions of the Commonwealth of Virginia, and the District of Columbia.

- 3,000 square miles in area
- Home to more than 5 million people and 3 million jobs
- 17 million person-trips per day
- 44 members include:
 - State transportation agencies: Maryland Department of Transportation, Virginia Department of Transportation, District of Columbia Department of Transportation, VDRPT
 - 23 local jurisdictions
 - State and DC legislatures
 - WMATA
 - MWAA
 - NPS
 - FHWA
 - FTA

ROLES AND RESPONSIBILITIES

- Is a federally-mandated and federally-funded transportation policy-making organization that must follow the Federal Metropolitan Transportation Planning Process as regulated by the latest federal transportation authorization (FAST Act)
- Is made up of representatives from local governments and governmental transportation authorities.
- Carries out the “3C Process” – “Continuing, cooperative, and comprehensive” consultation process in cooperation with the state DOT(s) and transit operators.
- Leads the regional transportation process in cooperation with the state DOT(s) and transit operators.
- Develops plans and programs that consider all transportation modes and support metropolitan community and economic development
- Works in conjunction with state air and transportation agencies to meet federal Clean Air Act standards

All federally funded projects and other regionally significant transportation projects must be included in the MPO’s long-range transportation plan and the Transportation Improvement Program (TIP)

Long-Range Metropolitan Transportation Plan: The LRP which serves as the vision for the region and includes all the transportation improvements where funding is reasonably expected to be available over the next 20 years. Major updates are scheduled every 4 years. The latest TPB long-range plan is called Visualize 2045 and was approved by the board in October 2018.

Transportation Improvement Program (TIP): Each MPO develops a short 4-6-year program for project implementation. Projects in the TIP must show that funding in the first 2 years is available and

committed. Major updates to the TIP are scheduled every two years with regular amendments as needed.

REGIONAL COORDINATION

- The TPB serves as a regional forum for transportation planning.
- As individual projects go through the project development process, projects must be included in the plan and/or TIP for federal approval of key project milestones (ex NEPA) and in order to use federal funding.
- We have a robust public involvement process and often conduct public outreach activities.
- The TPB has 14 committees to help disseminate data, information and TPB products, to make sure the TPB is on track with our members' needs.

FUNDING

The MPO planning activities are federally funded. The MPO spends on average about \$13-\$15 million a year to conduct the metropolitan transportation planning process.

The Transportation Alternatives Set Aside allocates federal reimbursable aid for capital improvements considered alternative to traditional highway construction. Large MPOs, like the TPB, are responsible for project selection on an annual basis for a sub-allocated portion of TA Set Aside Funds. The TPB works with the District of Columbia, Maryland, and Virginia to coordinate each state's application process in the region. The TPB strongly encourages applications that support priority criteria, Safe Routes to School, bicycle/pedestrian facilities, and non-motorized transit access improvements. The TPB has selected 82 projects since 2014 for a total of over \$30 million.

COG/TPB has also been designated by the governors and the mayor as the designated recipient for the Federal Transit Administration's Enhanced Mobility of Seniors and Individuals with Disabilities Program. Every two years the TPB selects and awards the federal grant funding to projects throughout the region aimed at improving mobility for older adults and persons with disabilities. This year, \$6 million in funding was awarded for 17 local and regional grants. Since 2007, the TPB has solicited, selected and implemented over 100 projects totaling over \$65 million.

The MPO has project selection authority over all regionally significant projects through its TIP and long-range plan. However, fiscal constraint must be demonstrated through local approval processes prior to inclusion into the plan and TIP. Therefore, the TPB tends to rely on the local implementing agencies for their expertise and approval.

STATUTORY REQUIREMENTS

The mission is defined by federal law. It is to implement the Federal Metropolitan Transportation Planning Process. At the TPB, board interests are synchronized with those federal regulations. We are a regional forum for transportation planning. We prepare plans and programs that enable federal funds to flow to metropolitan Washington. We provide technical resources for decision-making.



MEMORANDUM

TO: Transportation Planning Board
FROM: Kanti Srikanth, TPB Staff Director
SUBJECT: Announcements and Updates
DATE: September 12, 2019

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

NEWS RELEASE

Officials set regional housing targets, call for collaboration to address production and affordability challenges

Sep 11, 2019



H Street NE (Ted Eytan/[Flickr](#))

Today at the Metropolitan Washington Council of Governments (COG) officials from the District of Columbia, Maryland, and Virginia adopted three regional targets on housing, agreeing to collaboratively address the area's production and affordability challenges.

This collective action, outlined in a resolution approved by the COG Board of Directors, is the culmination of a year-long effort by local planning and housing director staff and COG to determine 1) how much housing is needed to address the area's current shortage and whether the region could produce more, 2) the ideal location for new housing to optimize and balance its proximity to jobs, and 3) the appropriate cost of new housing to ensure it is priced for those who need it.

Regional Housing Targets

Regional Target 1:

AMOUNT

At least 320,000 housing units should be added in the region between 2020 and 2030. This is an additional 75,000 units beyond the units already forecast for this period.

Regional Target 2:

ACCESSIBILITY

At least 75% of all new housing should be in Activity Centers or near high-capacity transit.

Regional Target 3:

AFFORDABILITY

At least 75% of new housing should be affordable to low- and middle-income households.



The rationale for each target is available in COG's new report, *[The Future of Housing in Greater Washington: A Regional Initiative to Create Housing Opportunities, Improve Transportation, and Support Economic Growth](#)*.

In addition to setting regional targets, the resolution called on officials to work within their communities to adopt local-level targets on production, accessibility, and affordability. It also emphasized the need to work closely with the non-profit, private, and philanthropic sectors.

"Today's vote signals the beginning of a new chapter in our housing crisis where we are partnering across the region with governments, nonprofits, and the private sector to meet our housing needs," said Robert C. White, Jr., COG Board of Directors Chair and District of Columbia Councilmember. "Now that we have worked together to set our housing goals, we can continue working together to ramp up housing production in ways that ensure all our communities benefit."

"The region has a record of success when it comes to addressing big challenges like these together," said Derrick Davis, COG Board of Directors Vice Chair and Prince George's County Council Member. "Whether we're working together on Metro funding, achieving air or water quality progress, or setting housing goals, the outcome is always better when we're aligned."

When achieved, the targets are expected to address the region's housing need from an economic competitiveness and transportation infrastructure standpoint by improving affordability and bringing housing and jobs closer together. For example, the Transportation Planning Board at COG estimates that meeting the targets could result in a nearly 20 percent reduction in traffic congestion, if coupled with infrastructure investment, supportive land-use policies, among other factors.

"Local governments are already getting to work on these challenges—from revamping their comprehensive plans, to adopting housing strategies, to implementing policies that collectively contribute to the regional targets we set today," said Chuck Bean, COG Executive Director. "It will take a range of tools like those to meet our targets over the next decade, but with the partnership of the business, non-profit, and philanthropic sectors, we'll create a region where everyone can live and thrive."

Enterprise Community Partners and the 2030 Group spoke in support of the regional housing targets and expressed a desire by the civic and developer sectors to work alongside government to achieve them.

“As a leading national resource provider to support housing development, Enterprise applauds COG and the many elected officials who have adopted these critically important new regional housing production goals,” said David Bowers Enterprise Vice President and Mid-Atlantic Market Leader. “In our roles as two Co-Conveners of the Housing Leaders Group of Greater Washington, we continue to work with many regional partners to pursue \$1 billion in combined new private and public capital that will help COG jurisdictions meet the current and future needs of low- and moderate-income residents.”

“The 2030 Group and the business community commend COG’s taking this first important step to set regional housing targets,” said Bob Buchanan, 2030 Group President. “How we move from acknowledgement that we have a problem to meaningful action to resolve it will help define us as a region.”

Background on COG's Housing Initiative

According to COG’s Cooperative Forecasts, current employment growth outpaces housing growth in the region. This situation, or housing shortfall, affects the area’s affordability, and potentially undercuts its appeal to new companies and talent. It also results in workers living further from their jobs and straining the transportation system.

A year ago, COG released an analysis that helped the region better understand its unmet housing needs. Between 2020 and 2030, the region needs to produce at least 75,000 additional households beyond the 245,000 households already anticipated, totaling 320,000 net new households. If the time frame is stretched from 2020 to 2045, more than 100,000 additional households will be needed beyond the new households anticipated.

The COG Board of Directors called on the region’s planning and housing directors to help determine whether there was capacity in local plans to accommodate additional housing, and if so, where new housing should be located and how it should be priced to make the biggest impact.

Officials on the COG Board of Directors used these analyses to develop and build consensus around the three regional housing goals adopted today.

MORE:

The Future of Housing in Greater Washington: A Regional Initiative to Create Housing Opportunities, Improve Transportation, and Support Economic Growth

COG's Regional Housing Initiative

Resolution Adopting Targets to Address the Region's Housing Needs

Contact: **Megan Goodman**

Phone: **(202) 962-3209**

Email: mgoodman@mwkog.org

**METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS
777 NORTH CAPITOL STREET, NE
WASHINGTON, DC 20002**

RESOLUTION ADOPTING TARGETS TO ADDRESS THE REGION'S HOUSING NEEDS

WHEREAS, the Metropolitan Washington Council of Governments (COG) is comprised of the region's 24 local governments and their governing officials, plus area members of the Maryland and Virginia legislatures and the U.S. Senate and House of Representatives, and COG provides a focus for action on issues of regional concern; and

WHEREAS, in 2018 the Transportation Planning Board's Long-Range Plan Task Force identified a need to bring housing closer to jobs to optimize transportation system performance and recommended that COG advance land use solutions to address this need; and

WHEREAS, at the COG Leadership Retreat in July 2018 the board engaged in discussions on the region's current housing production challenges, housing affordability, and the potential need for additional housing in the future to support likely new job growth; and

WHEREAS, in September 2018 the COG Board passed Resolution R33-2018 directing COG staff, the Planning Directors Technical Advisory Committee (PDTAC), and the Housing Directors Advisory Committee (HDAC) to conduct research to assess the region's housing needs, including the amount of additional housing, location of additional housing, cost bands of additional housing needed, and impediments to housing production; and

WHEREAS, throughout 2019 the COG Board received many presentations and updates detailing the progress and findings of COG staff, PDTAC, HDAC, and additional research being conducted by the public and private sectors; and

WHEREAS, the 2019 COG Leadership Retreat focused on synthesizing the results of the research and focused on three regional housing targets to address Amount, Accessibility, and Affordability; and

WHEREAS, retreat participants agreed that housing production is a regional challenge that needs to be addressed to ensure that the growth of jobs does not continue to outpace the growth of housing, negatively affecting transportation systems, economic competitiveness and quality of life; and

WHEREAS, adopting regional targets will focus efforts and encourage regional collaboration to address the region's unmet housing needs.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS THAT:

The board supports the following regional housing targets:

- 1) Amount: At least 320,000 housing units should be added in the region between 2020 and 2030. This is an additional 75,000 units beyond the units already forecast for this period.

- 2) Accessibility: At least 75 percent of all new housing should be in Activity Centers or near high-capacity transit.
- 3) Affordability: At least 75 percent of all new housing should be affordable to low- and middle-income households.

Furthermore, the board encourages COG member jurisdictions to:

- 4) Share these regional housing targets within their local governments to elected officials, staff, and constituents.
- 5) Adopt targets at the local level to address housing production, accessibility, and affordability within each jurisdiction.
- 6) Work with the non-profit, private, and philanthropic sectors to advance the COG regional housing targets.

I HEREBY CERTIFY THAT the foregoing resolution was adopted by the COG Board of Directors on September 11, 2019.

Laura Ambrosio, COG Communications Specialist

Item 5



EARN CASH FOR YOUR SMART COMMUTE

INCENTRIP REWARDS MODEL

Each commute trip that is tracked and logged with incenTrip will earn points for Commuter Connections members. Trips that help reduce congestion and improve air quality - such as ridesharing, taking transit, or biking - will award more points than driving alone. Users will progress through two point allocation levels: A “Hook” phase and a “Sustain” phase.

The Hook phase awards 100 points per eligible trip. Once users have shown a tendency at choosing drive-alone commute alternatives, they will enter the Sustain phase, where points awarded will gradually diminish. This is due to incenTrip’s focus of encouraging “mode shift” (i.e. shifting commuters’ travel mode from a Single Occupant Vehicle (SOV) to a more sustainable alternative, such as carpooling or taking transit).

As an example: A user who regularly logs two daily non-SOV commute trips will spend 90 days in the Hook phase, 30 days in Sustain-1, 30 days in Sustain-2, and then placed in Sustain-3. The user will have earned approximately \$310 over the course of his/her first six months of logging!

Tiered Points Allocation Levels				
Trip Type	Hook Phase	Sustain Phase - Level 1	Sustain Phase - Level 2	Sustain Phase - Level 3
Non-SOV (rideshare, transit, bike, walk)	100	90	75	50
Eco-Driving	10	10	10	10



National Capital Region
Transportation Planning Board

September 11, 2019

Dear members and alternate members of the TPB:

I am writing to ask your assistance with recruitment for the Fall 2019 session of the TPB's Community Leadership Institute.

As you know, the TPB has hosted the Community Leadership Institute (CLI) since 2007. This year's session will occur on October 30, November 5, and November 7 at the COG building in Washington, DC.

The CLI is an educational program that provides tools for community leaders to “think regionally and act locally” when they get involved in transportation decision making. Led by TPB staff, the CLI includes presentations and group activities that explore the relationship between land use and transportation, and options for dealing with the transportation impacts of regional growth. Over the course of three interrelated modules of the workshop, the CLI provides opportunities for participants to connect their local interests with transportation issues facing the whole region.

Attached is a detailed description of the program and guidance on recruitment. Please feel free to circulate the attached flier or the information below to engaged community leaders in your jurisdiction who you think might be a good fit for the program. TPB staff is also reaching out to civic associations, chambers of commerce, nonprofits, and other organizations throughout the region.

You are also welcome to nominate individuals by emailing Bryan Hayes with their contact information so that he can follow up directly with the individuals. Please note that all interested and nominated candidates must submit a brief Statement of Interest by October 4, 2019.

You can contact Bryan Hayes (bhayes@mwkog.org, 202-962-3273) or me if you have any further questions.

Thank you for your help,

Sincerely,

Kanti Srikanth
Director – MWCOG, Dept. of Transportation Planning
Staff Director – Transportation Planning Board
202-962-3257 (Direct)
202-503-5134 (Cell)

METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS

777 NORTH CAPITOL STREET NE, SUITE 300, WASHINGTON, DC 20002 MWCOG.ORG/TPB (202) 962-3200



Community Leadership Institute

Wednesday, October 30, 5:30 to 9:00 p.m.

Tuesday, November 5, 5:30 to 9:00 p.m.

Thursday, November 7, 5:30 to 9:00 p.m.

PROGRAM DESCRIPTION

How are transportation decisions made in this region? How can community leaders make a difference?

The Transportation Planning Board's Community Leadership Institute (CLI) is designed to help community leaders figure those questions out. Over the course of three interrelated modules, the CLI aims to empower individuals to get involved in transportation decision-making whenever and where ever it occurs. Facilitated by Kathy Porter—current WMATA Board Alternate Director and former TPB Chair and Takoma Park Mayor—the CLI uses interactive group exercises and discussions to help participants better understand regional challenges, as well as opportunities for successful public involvement. At each step of the way, participants discuss ways in which the interests of their local communities connect with the planning issues facing the entire region. By providing this big-picture context, the CLI encourages participants to “think regionally and act locally.”

REGISTRATION INFORMATION

The CLI is a free program consisting three interrelated modules and interested candidates **must commit to attending all three sessions**. Interested candidates must submit a brief Statement of Interest before October 4, 2019.

The statement of interested can either be submitted online (www.mwcog.org/cli) or by sending an email to Bryan Hayes (bhayes@mwcog.org). The Statement of Interest must include the following information:

- Name
- State of residence
- Mailing address
- Are you affiliated with a civic association or community group?
- Please describe your recent experiences or roles in community leadership.
- Why are you interested in participating in the TPB Community Leadership Institute?
- How did you hear about the CLI?
- Please write a 1-2 sentence bio to be shared with other members of the CLI.

Statements of Interest may also be mailed to:

Bryan Hayes
Metropolitan Washington Council of Governments
777 North Capital Street, NE Suite 300
Washington, DC 20002

CLI participants represent a range of transportation interests and come from all corners of the Washington area. In order for the CLI to be successful, it is important for participants to comprise a comprehensive group that is representative of the diverse interests and geography within our region. The TPB hosts the CLI regularly, so if interested parties are unable to attend the CLI this spring, future opportunities will be available.

MORE INFORMATION

For more information on the CLI, please view the attached flier, or visit www.mwcog.org/cli/.

Contact Bryan Hayes, TPB staff, at 202-962-3273 or bhayes@mwkog.org with any additional questions.

COMMUNITY LEADERSHIP INSTITUTE

Wednesday, October 30, 2019 - 5:30 to 9 p.m.
 Tuesday, November 5, 2019 - 5:30 to 9 p.m.
 Thursday, November 7, 2019 - 5:30 to 9 p.m.

At the Metropolitan Washington
 Council of Governments
 777 North Capitol Street NE
 Washington, DC 20002



National Capital Region
Transportation Planning Board

The **Transportation Planning Board (TPB)** is the federally designated Metropolitan Planning Organization charged with coordinating transportation planning and funding for the Washington region. Members of the TPB include representatives of local governments, state transportation agencies, state legislatures, and WMATA. Staffing for the TPB is provided by the Metropolitan Washington Council of Governments.

TPB Member Jurisdictions

Alexandria	Frederick County
Arlington County	Gaithersburg
Bowie	Greenbelt
Charles County	Laurel
College Park	Loudoun County
District of Columbia	Manassas
City of Fairfax	Manassas Park
Fairfax County	Montgomery County
Falls Church	Prince George's County
Fauquier County	Prince William County
City of Frederick	Rockville
	Takoma Park

Visit the Transportation Planning Board's CLI website: www.mwcog.org/cli

For more information, contact:

Bryan Hayes
 202-962-3273
 bhayes@mwcog.org

John Swanson
 202-962-3295
 jswanson@mwcog.org

What is the TPB Community Leadership Institute (CLI)?

The CLI is an educational program that provides the tools for community leaders to “think regionally and act locally” when getting involved in transportation decision-making.

What do participants learn?

During the three workshops, participants learn about the transportation decision-making process at the state, regional, and local levels. CLI participants learn how to connect their local communities’ interests with the entire Washington region’s planning issues.

The CLI is facilitated by former TPB Chair Kathy Porter, a former member of the WMATA Board of Directors and former Mayor of Takoma Park, Maryland.

Who participates in the CLI?

Participants will reflect a comprehensive group representing the diversity of communities and interests across the region. The program is designed for people who are new to transportation and regional planning and have an interest in learning more about decision-making in the region.

How do I apply to participate?

Candidates should compose a brief Statement of Interest that includes: name, contact information (postal address, email, phone number), recent community leadership experience, reason for interest, how they heard about CLI and a 1-2 sentence bio (which will be shared with fellow members of the CLI class).

Statements of Interest should be submitted to Bryan Hayes at bhayes@mwcog.org by **11:59pm on Friday, October 4** to be considered.

Interested participants must commit to attending all three sessions of the Fall 2019 CLI.

Statements can also be completed online at: www.mwcog.org/cli

COMMUNITY LEADERSHIP INSTITUTE

STATEMENT OF INTEREST

If you would like to participate in the Transportation Planning Board's Community Leadership Institute, please submit your state of interest by October 4, 2019.

Online applications are also available at www.mwcog.org/cli

Name:

Street Address:

City:

State:

Zip:

Phone:

E-mail Address:

Recent Community Leadership Experience:

Reason for Interest:

Biography (1 to 2 sentences):

How did you hear about the CLI?

Please submit your statement of interest to Bryan Hayes via e-mail at bhayes@mwcog.org or fax to 202-962-3201 by October 4, 2019.



National Capital Region
Transportation Planning Board

777 North Capitol Street NE Washington, DC 20002
Bryan Hayes 202-962-3273 | bhayes@mwcog.org
John Swanson 202-962-3295 | jswanson@mwcog.org

From: Bus Transformation Project <bustransformationproject@neonichestrategies.com>
Sent: Thursday, September 5, 2019 10:38 AM
To: Nohe, Marty E. <mnohe@pwcgov.org>
Subject: Bus Transformation Project: Release of Strategy Summary and Strategy Documents

Dear Chairman and District Supervisor Nohe:

Thank you again for making time to contribute to the Bus Transformation Project. Since we last connected with you in the spring, there has been extensive stakeholder and public engagement to gather input about the project's strategy and recommendations to transform our region's bus system. In May, there were 3 public open house events and 13 pop-ups which generated over 3,000 survey responses from the public. We also worked hard to refine the Strategy to ensure it aligns with the jurisdictions' comments, while giving priority to the extensive public feedback that calls for a new approach to the region's bus system.

The public has spoken, and **we listened!** The business and non-profit communities join the public in demanding a commitment to get the basics of bus right in our region. The public has told us that if this region is going to get serious about unclogging its roadways, fighting climate change, and getting even more people onto affordable, sustainable, fast surface transit, then this region must transform its approach to executing the fundamentals: **frequency, speed, reliability, and affordability.**

Today, we are very excited to publish the **Bus Transformation Strategy**. As the Strategy and Summary documents "go live" today via the project website, we are sharing copies with you here, along with key highlights and a copy of today's press release. The Bus Transformation Project outlines the path forward, with many recommendations that have been proven in cities and regions across the country. Over the course of 12 months, four main recommendations were developed through extensive outreach, collecting input from over 140 stakeholders and 8,800 public survey responses:

- **Provide frequent and convenient bus service** that connects communities and promotes housing affordability, regional equity, and economic growth.
- **Give buses priority on the roadways** to move people quickly and reliably.
- **Create an excellent customer experience** to retain and increase ridership.
- **Empower a publicly appointed task force to transform bus** and lead the implementation of a truly integrated regional system.

The release of the Strategy is not the end of this process. In the coming months, the project team and stakeholders will be developing an action plan to implement the Strategy and establishing a task force that will oversee implementation of its recommendations. Please stay connected through our project website at BusTransformationProject.com. You are an integral part of this project and we remain extremely grateful for your participation and support.

Transforming the bus system will not be easy, and we, as a region, have a lot of work to do. It will not happen without tough decisions, strong advocates, and a clear voice for current and future riders. The public has spoken loud and clear, and with your support, **we can transform the bus.** It is past time for state, regional, and local leaders to do what many other places are already doing: making bus the mode of choice. This Bus Transformation is critical to our region's prosperity.

Thank you again for helping us make transportation in this region better for **everyone!**

With very kind regards,
Executive Steering Committee

Attachments:

Bus Transformation Strategy Summary
Bus Transformation Strategy document
Press Release
Key Highlights

To: Residents, Businesses, and Elected Officials of the Washington, D.C. Metropolitan Region

From: Robert Puentes, Chair

Subject: Final Strategy for the Bus Transformation Project

In 2018 a group of leaders from the public, private, and non-profit sectors came together to oversee a bold vision: to highlight the critical role of the Washington region's bus system, and to transform it for maximum impact over the next generation.

This Strategy document is the result of that effort. On behalf of the Executive Steering Committee, we strongly believe it's four key recommendations—make buses faster and more reliable, accelerate investment for prioritizing buses on our roadways, serve customers through safe and easy to use technology, and create a structure to ensure lasting change—contain the seeds for transformation. A detailed action plan will follow this Strategy in the fall of 2019 and illustrate precisely how these recommendations will be implemented.

We call on regional leaders for action now.

From traffic headaches to subway shutdowns, the region's transportation problems are well known. Although good work is underway to address those challenges, buses have largely been left out, unheralded, and deprioritized despite their role as a significant component of the region's transportation system. To better illustrate this importance, buses in the national capital region deliver over 600,000 trips each weekday—almost the same number of trips each day as Metrorail.

Unfortunately, buses in the DMV today are relegated to competing with cars for roadway space, angling with ride-hailing companies for curb access, and fighting for attention as new mobility options pop up seemingly every day.

The result? Unhappy bus riders getting more unhappy. The most recent regional survey of commuters found that those who take the bus are significantly less satisfied than they were just three years prior. While this is a challenge to retaining riders and attracting new ones, it is especially harmful for customers who are bus-dependent with few alternatives for how they get around the region. During the extensive outreach conducted to inform this Strategy we heard loudly from the riding and non-riding public, across all demographics and parts of the region, an unequivocal call for better bus service. Not surprisingly, what they wanted was a radical recommitment to fixing the basics: speed, frequency, reliability, affordability.

The Bus Transformation Project set out an ambitious notion of “transforming” bus and a big piece of that is rethinking policies, practices, and attitudes. It will require the region's bus providers to work with their employees and focus on quality and customer service. The perspectives of front line workers will come from treating the unions as partners and can propel this critical work forward.

This strategy is not an unattainable wish list of what the Executive Steering Committee would like to see, nor would we be remotely satisfied with a report that sits on the proverbial shelf. With that in mind, we considered financial stewardship throughout this project. This does not mean investments are not needed—they absolutely are—but what we recommend is keenly aware of budgetary constraints at all levels of government. We also strongly believe that since ridership will increase once these strategies are implemented, there is a strong return on investment for what we have proposed.

We recognize that transforming the Washington region's bus system will not be easy. It will not happen without tough decisions, strong advocates inside and outside government, and a clear voice for current and future riders. But the public has spoken loud and clear. It is past time for state, regional, and local leaders to do what many other places are already doing: making bus the mode of choice on the region's roads. It is critical to the Washington region's prosperity.

Sincerely,



Bus Transformation Strategy – Key Highlights

- The Bus Transformation Strategy provides forward-thinking direction for the next ten years as we look at how to increase frequency, speed, reliability, and affordability for local bus service in Maryland, Virginia, and the District.
- A radical recommitment to getting the fundamentals of frequency, speed, reliability, and affordability is critical to keeping current riders and creating a system that people want to ride.
- Over 620,000 people across the region take the bus each day – almost the same number as Metrorail -- but bus is often a low priority in big-picture regional discussions. And while some bus riders transfer to Metrorail, most riders (85%) use the bus exclusively and do not transfer to rail.
- If we're serious about unclogging our roadways, fighting climate change, and getting more people onto sustainable, fast surface transit, then we need to **change our approach**. Bus cannot be a low priority – it must be **an essential part of the solution**.
- During this project, we heard from people across the region – both riders and non-riders - and across all demographics. When it comes to the bus, they want us to get the fundamentals right – speed, frequency, reliability, and affordability. Bus providers and road operators have a shared responsibility to transform their approach to the fundamentals.
 - (Over 8,500 people took surveys, and there were 36 public events)
- **The region came together to author a bold Strategy – over 140 stakeholders have been involved since Day 1 and nearly 8,500 survey responses from the public informed the proposals.** Stakeholders include transit advocates, riders, community-based organizations, transit agencies, public sector officials, and the business community. This level of involvement shows that people from across the region understand the importance of buses to residents' quality of life and the region's economic vitality.
- **The fundamentals:**
 - **Bus Priority:** The way to increase bus speed, frequency, and reliability is to give buses priority on roads.
 - Our busy corridors carry hundreds of thousands of trips a day – and a lot of these corridors have great bus service on paper, where buses are dispatched every 2-3 minutes.
 - But those buses get stuck or delayed behind single-occupant vehicles and parked cars, delaying and frustrating bus riders.
 - **We need action by state and local agencies who own the roadways to give buses priority to move people faster and more reliably and make bus a more attractive option.**
 - **Customer Experience & Integrated Fares:**
 - The bus system should provide the **best customer experience possible**, making it **easier, safer, and more pleasant to ride the bus**. This includes safer bus stops, reliable information, and making bus service easy to understand.

- As one Bus Transformation Project survey respondent wrote, “Free transfers to Metrorail is critical. The region's transit system is built around being multi-modal. Why penalize people for using the system as designed?” **We need free transfers between bus and rail.**
- **We also need reduced-price fare options for low-income riders across the region.**

- **More Collaboration:** There are nine local bus providers that operate local bus service in the project’s study area, each with its own brand, policies, and information. But riders are asking for a seamless experience, because transportation needs don’t end at city, county, or state lines. We need to **better coordinate service**, with regional standards for bus service and performance, **better real-time service information** and maps, and **new regional bus passes**.
 - We need to develop a **new regional Mass Transit Plan** to create the most efficient and customer-focused bus system possible.

- **Many more details are on the project website**, bustransformationproject.com.

- Transforming bus service in the region requires leadership, beginning with a **regional Task Force that can serve as a long-term steward, oversee implementation, and own the responsibility of transforming the bus system**. This Task Force should be convened as soon as possible – we don’t have time to wait.
 - The project team and stakeholders are developing a detailed **Action Plan** for bus providers, road operators, and the task force to use to implement the Strategy. The Action Plan will be completed by the end of this year.

**MARYLAND DEPARTMENT OF TRANSPORTATION
ANNUAL CONSULTATION MEETING 2019 SCHEDULE**

Day	Date	County	Time	Location
Th	September 19	Balt. COUNTY	10:00 a.m.	Towson University Student Union, Third Floor, Room UU 0305, 8000 York Road, Towson MD 21252
Th	September 26	Carroll	1:30 p.m.	Reagan Room (#003), County Office Building, 225 North Center Street, Westminster MD 21157
		Howard	5:00 p.m.	Howard Building, Banneker Room, 3430 Court House Drive, Ellicott City MD 21043
F	September 27	Harford	10:00 a.m.	Harford County Council Chambers, 212 South Bond Street, Bel Air MD 21014
		Balt. CITY	2:00 p.m.	City Hall, Curran Conference Room, 4 th Floor, 100 N. Holliday Street, Baltimore MD 21202
T	October 1	Queen Anne's	3:00 p.m.	Liberty Building, Commissioner's Hearing Room, 2 nd Floor, 107 North Liberty Street, Centreville MD 21617
		Kent	7:00 p.m.	Commissioner's Hearing Room, 400 High Street, Chestertown MD 21620 (thru ADA doors – 1 st door on right)
Th	October 3	Washington	10:00 a.m.	Washington County Library, 100 South Potomac Street, Hagerstown MD 21740
		Allegany	3:00 p.m.	County Office Complex, Room 100, 701 Kelly Road, Cumberland MD 21502
F	October 4	Garrett	10:00 a.m.	Commissioners Public Meeting Room, #209, 203 South 4 th Street, Oakland MD 21550 (<i>enter on Alder Street</i>)
Th	October 10	Wicomico	7:00 p.m.	Wicomico County Youth and Civic Center, Flanders Room, 500 Glen Avenue, Salisbury MD 21804
F	October 11	Cecil	10:00 a.m.	County Administration Building, Elk Room, 200 Chesapeake Boulevard, Elkton MD 21921
T	October 15	Caroline	10:30 a.m.	Board of Education Building, 204 Franklin Street, Denton MD 21629
		Talbot	3:00 p.m.	Talbot County Community Center, Wye Oak Room, 10028 Ocean Gateway, Easton MD 21601
		Dorchester	7:00 p.m.	County Office Building, Room 110, 501 Court Lane, Cambridge MD 21613
T	October 29	Calvert	10:30 a.m.	Commissioners Hearing Room, County Courthouse, 2 nd Floor, 175 Main Street, Prince Frederick MD 20678
		St. Mary's	1:30 p.m.	Chesapeake Building, Commissioners Hearing Room, 1 st Floor, 41770 Baldrige Street, Leonardtown MD 20650
		Charles	6:00 p.m.	Government Building Conference Room (no number assigned), 200 Baltimore Street, LaPlata MD 20646
W	October 30	Frederick	7:00 p.m.	Winchester Hall, First Floor Hearing Room, 12 East Church Street, Frederick MD 21701
F	November 1	Prince George's	10:00 a.m.	County Admin. Bldg., Room 2027, 14741 Gov. Oden Bowie Drive, Upper Marlboro MD 20772
M	November 4	Anne Arundel	3:00 p.m.	Council Hearing Room, The Arundel Center, 44 Calvert Street, Annapolis MD 21401
		Montgomery	7:00 p.m.	County Office Building, Third Floor Hearing Room, 100 Maryland Avenue, Rockville MD 20850
T	November 5	Worcester	10:00 a.m.	Commissioners Meeting Room (Room 1101), Government Center, 1 West Market Street, Snow Hill MD 21863
		Somerset	2:00 p.m.	County Office Complex, Room 111, 11916 Somerset Avenue, Princess Anne MD 21853

Locations in bold are new for this year.