

National Capital Region Transportation Planning Board

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MEETING NOTICE

Date: March 21, 2012
Time: 12 noon
Place: COG Board Room

11:00 am **Work Session on Complete Streets in the Washington Region**
to

11:45 am

At this work session, staff from state and local DOTs will review the range of ongoing Complete Street activities in the region. TPB staff will then present a draft Regional Complete Streets Guidance and Policy Template which has been developed based upon discussion of current Complete Street activities by regional stakeholders at a well-attended January 30 workshop, and upon comments received after the workshop. The draft Template will be presented to the TPB under item 11 of the Board agenda.

AGENDA (BEGINS PROMPTLY AT NOON)

- 12 noon **1. Public Comment on TPB Procedures and Activities**
.....Chairman Turner
- Interested members of the public will be given the opportunity to make brief comments on transportation issues under consideration by the TPB. Each speaker will be allowed up to three minutes to present his or her views. Board members will have an opportunity to ask questions of the speakers, and to engage in limited discussion. Speakers are asked to bring written copies of their remarks (65 copies) for distribution at the meeting.
- 12:20 **2. Approval of Minutes of February 15 Meeting**
.....Chairman Turner
- 12:25 **3. Report of Technical Committee**
.....Mr. Rawlings
Chair, Technical Committee
- 12:30 **4. Report of the Citizen Advisory Committee**
..... Ms. Slater
Chair, Citizens Advisory Committee
- 12:40 **5. Report of Steering Committee**
..... Mr. Kirby
Director, Department of
Transportation Planning (DTP)
- 12:45 **6. Chair's Remarks**
.....Chairman Turner

Alternative formats of this agenda and all other meeting materials are available upon request. Email: accommodations@mwcoq.org. Phone: 202-962-3300 or 202-962-3213 (TDD). Please allow seven working days for preparation of the material. Electronic versions are available at www.mwcoq.org.

ACTION ITEMS

- 12:50 7. **Approval of Amendments to the FY 2012 Unified Planning Work Program (UPWP), and Approval of FY 2012 UPWP Carryover Funding to FY 2013**
..... Mr. Kirby
Certain projects and budgets in the current FY 2012 UPWP have been identified to be carried over to FY 2013. The Board will be briefed on the enclosed amendments to the FY 2012 UPWP and associated FY 2012 carryover funding to FY 2013. These amendments were recommended for approval by the TPB Technical Committee at its March 2 meeting.
- Action:** Adopt Resolutions R11-2012 and R12-2012 to approve the amendments to the FY 2012 UPWP and the FY 2012 carryover funding to FY 2013.
- 12:55 8. **Approval of FY 2013 Unified Planning Work Program (UPWP)**
..... Mr. Kirby
The Board will be briefed on the enclosed final version of the FY 2013 UPWP. The document was recommended for approval by the TPB Technical Committee on March 2. The draft FY 2013 UPWP was released for public comment on February 15.
- Action:** Adopt Resolution R13-2012 to approve the final FY 2013 UPWP.
- 1:05 9. **Approval of FY 2013 Commuter Connections Work Program (CCWP)**
..... Mr. Ramfos, DTP
The Board will be briefed on the enclosed final version of the FY 2013 CCWP. The document was recommended for approval by the TPB Technical Committee on March 2. The draft FY 2012 CCWP was released for public comment on February 15.
- Action:** Adopt Resolution R14-2012 to approve the final FY 2013 CCWP.
- 1:15 10. **Briefing and Approval of TPB Comments on the Establishment of Mobile Emissions Budgets for Fine Particle Pollution (PM2.5) for the 2012 Redesignation Request and Maintenance Plan**
.....Ms. Constantine, DTP
The Metropolitan Washington Air Quality Committee (MWAQC) is preparing a request to EPA for redesignation of the Washington DC-MD-VA nonattainment area to attainment status for PM2.5, along with a maintenance plan demonstrating compliance with PM2.5 standards through 2025. The Board will be briefed on current inventories for all of the emissions sources to be included in the maintenance plan, and on key considerations associated with the establishment of mobile emissions budgets in the plan.
- Action:** Approve letter to the Metropolitan Washington Air Quality Committee providing comments on the establishment of mobile emissions budgets for the PM2.5 Maintenance Plan.

NATIONAL CAPITAL REGION TRANSPORTATION PLANNING BOARD

777 North Capitol Street, NE
Washington, D.C. 20002-4226
(202) 962-3200

**MINUTES OF THE
TRANSPORTATION PLANNING BOARD
February 15, 2012**

Members and Alternates Present

Monica Backmon, Prince William County
Melissa Barlow, FTA
Andrew Beacher, Loudoun County
Derrick L. Davis, Prince George's County
Marc Elrich, Montgomery County
Gary Erenrich, Montgomery County
Lyn Erickson, MDOT
Jason Groth, Charles County
Rene'e Hamilton, VDOT
Cathy Hudgins, Fairfax County
Sandra Jackson, FHWA
John Jenkins, Prince William County
Emmett V. Jordan, City of Greenbelt
Julia Koster, NCPC
Carol Krimm, City of Frederick
Bill Lebegern, MWAA
Peter May, National Park Service
Phil Mendelson, DC Council
Garrett Moore, VDOT
Mark Rawlings, DC-DOT
Art Rodgers, DCOP
Paul Smith, Frederick County
Linda Smyth, Fairfax County Board of Supervisors
Reuben Snipper, City of Takoma Park
David Snyder, City of Falls Church
Kanti Srikanth, VDOT
Harriet Tregoning, DC Office of Planning
Todd M. Turner, City of Bowie
Jonathan Way, Manassas City
Victor Weissberg, Prince George's County
Tommy Wells, DC Council
Patrick Wojahn, City of College Park

Scott K. York, Loudoun County
Sam Zimbabwe, DDOT
Chris Zimmerman, Arlington County

MWCOG Staff and Others Present

Ron Kirby
Gerald Miller
Robert Griffiths
Nicholas Ramfos
Andrew Meese
John Swanson
Andrew Austin
Jane Posey
Wendy Klancher
Sarah Crawford
Gareth James
Karin Foster
Eric Randall
Ben Hampton
Michael Farrell
Karin Foster
Debbie Leigh
Deborah Etheridge
Jonathan Rogers
Paul DesJardin COG/DCPS
Betsy Self COG/DPSH
Lewis Miller COG/OPA
Bill Orleans Citizen
Jim Maslanka City of Alexandria
Randy Carroll MDE
Judi Gold CM Bowser's Office
Alex Verzosa City of Fairfax
Peter Denningan CAC
Danielle Wesolek WMATA
Nick Alexandrow PRTC
John B. Townsend AAA
Patrick Durany PWC
Will Handsfield DC Office of Planning
Austina Casey DC DOT
Jonathan Kass CM Wells' Office
Howard Simons MDOT

1. Public Comment on TPB Procedures and Activities

Roger Diedrich introduced himself as a representative of the Virginia chapter of the Sierra Club, and declared their opposition to the proposed inclusion of the Manassas Battlefield Bypass in the CLRP update and air quality analysis. He said the Sierra Club had been opposed to this bypass since 2005, stating that the proposed four-lane highway on three sides of the Manassas Battlefield would traverse largely undeveloped landscape with no clear destination. He said it would be auto-dependent, energy-intensive, and a very poor expenditure in the face of many more pressing needs. He said there are plausible alternatives that have not been fully investigated, such as co-locating Route 29 onto I-66 and providing improvements in transit to better serve the east-west traffic. He said Route 28 should continue to receive improvements to serve some north-south demand on the east of Dulles Airport, and that Pageland Road should receive safety improvements to better serve the local traffic. He stated that adding more capacity to VRE would relieve some demand in the corridor, as would the planned widening of Route 7. He stated that there are studies underway that are likely to provide more detailed options on how that area could be served and, more importantly to the TPB, which improvements would be best for the region. He stated that in light of the Region Forward goal to improve service to activity centers, this kind of project should be at the very bottom of the priority list.

John Townsend from the American Automobile Association Mid-Atlantic urged the TPB to support the proposed updates to the CLRP, and to approve funding for the construction of the I-95 HOV HOT lanes project. He said it was necessary to get serious about the fact that the Washington area suffers from the worst congestion in the country, and that these proposals present an opportunity to do something tangible about solving the problem. He said that critics had focused on two projects in particular, the auxiliary lane from northbound I-395 between Duke Street and Seminary Road, and the Manassas Battlefield Bypass. He said that the I-395 project had been a political lightning rod, but that it shouldn't be, as workers in that area were facing a transportation crisis and it was of the utmost importance to help them. He said that the real issue concerning the Manassas Battlefield Bypass project is the safety of visitors to one of the most visited Civil War battlefields in the country, and that the proposed project would help protect pedestrians, park-goers, and motorists. Copies of his remarks were submitted for the record.

Stewart Schwartz, Executive Director of the Coalition for Smarter Growth, remarked that the I-95 HOT lanes project is flawed because alternatives were not considered, it would not fund adequate transit in the corridor, the impact on carpooling had not been considered, and the public process had been a travesty. He said he could not support the project without further study. He stated his opposition to the inclusion of the Manassas Battlefield Bypass project in the CLRP, as less damaging alternatives had been offered by a coalition of preservation groups. He said the TPB had been sent a letter by Southern Environmental Law Center, the Piedmont Environmental Council, the Coalition for Smarter Growth, and the National Parks Conservation Association. He said the National Trust for Historic Preservation and the Sierra Club had also been strong allies. He said resources in the Battlefield were a major concern and that roads through the park should be closed, but that this project would make things worse, not better. He said he had yet to see legally-binding guarantees that roads through the park would be closed, and he summarized the

alternatives that had been proposed. He said the Bypass was a Trojan horse, as Virginia's Deputy Secretary of Transportation, David Tyeryar, had told Bob Chase and others that they had to get the road to Route 7. He said the planned project was, therefore, a 50-mile road from I-95 all the way up, not a 10-mile segment of the Tri-County Parkway or a couple miles of bypass, and he called on the TPB to remove it from the CLRP.

Bob Chase of the Northern Virginia Transportation Alliance said he would like to offer their thoughts on the draft submissions of the 2012 CLRP update. He said the Alliance supports the I-95 HOT lane financial plan. He commended the District for the improvements made on and around the 11th Street Bridge and I-295 and I-695, and said the proposed BRT connection from Van Dorn Metro to the Pentagon is precisely the type of innovative transit solution that the region needs more of. He remarked that the I-395 auxiliary lane is another great example of innovative thinking that will hopefully offset some of the damage done by the loss of the I-395 HOT lane project. He said the Manassas Battlefield Bypass is an excellent example of federal, state, and local cooperation to help preserve a national treasure while improving regional mobility. He said several decades of studies have documented growing Northern Virginia north-south travel demand, and that denying the existence of tens of thousands of travelers would only make matters worse. He said the Bypass would not only better protect the battlefield from cut-through traffic, but would actually make it easier for visitors to access the battlefield, and that these improvements promote connectivity between major activity centers and north-south public transit. He urged the TPB to reject the divisive appeals of special interests and approve these project submissions. Copies of his remarks were submitted for the record.

2. Approval of Minutes of January 18 Meeting

Mr. Smith made a motion to approve the minutes of the January 18 TPB meeting. The motion was seconded by Ms. Krimm and passed unanimously.

3. Report of Technical Committee

Mr. Rawlings said the Technical Committee met on February 3 and reviewed eight items that were on the agenda for the TPB's February meeting: technical corrections to the project submissions for the 2012 CLRP and FY 2013-2018 TIP; the draft scope of work for the air quality conformity assessment; the proposed TIGER application based upon the TPB's FY 2011 submission to implement multimodal access improvements in rail station areas; a request to EPA for redesignation of the Washington DC-MD-VA nonattainment area to attainment status for PM2.5, along with a maintenance plan demonstrating compliance with PM2.5 standards through 2025; activities that address recommendations in the Incident Management and Response Action Plan developed by the COG IMR Steering Committee; an update on the reauthorization of federal surface transportation legislation; the draft Commuter Connections Work Program (CCWP) for FY 2013; and the draft Unified Planning Work Program (UPWP) for FY 2013. He also reported that three items were presented for information and discussion: progress toward developing a draft regional Complete Streets policy template; the proposed theme for the 2012

Street Smart Pedestrian and Bicycle Safety campaign; and an update on the development of the TPB Regional Transportation Priorities Plan.

4. Report of the Citizen Advisory Committee

Ms. Slater said that the first meeting of the CAC for 2012 took place on February 9. She said the CAC has 23 members and alternates, half of whom are new. She said they were pleased to host Chair Turner to speak about TPB priorities for 2012, and that he expressed his appreciation for the role the CAC has played over the years and encouraged the CAC to participate in the new Regional Transportation Priorities Plan. She said that he outlined a number of urgent transportation issues, particularly continued funding shortfalls, and that he mentioned a possible summit of key leaders to identify regional solutions. She said Mr. Swanson of the TPB staff gave an overview of the CAC's role and its responsibilities, and that Mr. Kirby emphasized the importance of the TPB's long-range transportation planning, citing the Wilson Bridge as an example of a success that took many years to accomplish.

Ms. Slater said Mr. Farrell gave a briefing on the materials to be used in the new Street Smart campaign, including a storyboard for use in a television piece. She said a lively discussion followed. Some members felt the campaign apportioned an inappropriate amount of blame to the behavior of pedestrians, when the main problem with pedestrian safety is inadequate infrastructure. Others commented that pedestrian safety is often a larger problem in minority communities, but that this year's campaign did not seem to represent minority communities. Someone asked why the woman must always have red shoes and nail polish. Ms. Slater concluded her report by saying that new CAC members had been invited to attend the next Community Leadership Institute on March 29th and 31st.

5. Report of Steering Committee

Mr. Kirby stated that the Steering Committee had met on February 3, and that there were two actions taken, as detailed in the mail-out packet: an amendment to the TIP to include funding to purchase replacement buses for the Ride-On bus system in Montgomery County; and the approval of the Long Bridge study to look at the bridge's structural integrity and to analyze long-term multimodal capacity improvements to support future freight and passenger traffic on the bridge.

Referring to an item in the letters packet that had been distributed immediately prior to the meeting, Mr. Kirby briefly summarized a status report on the Complete Streets policy development process, including a workshop on January 30th that involved 40 people representing all of the participating jurisdictions and the CAC. He said a draft Complete Streets Policy Guidance and Template was currently under review and would hopefully be ready to be presented to the Technical Committee and the TPB in March. He added that a work session on the draft Template was being considered prior to the March TPB meeting to explain details of how it would work, and that the focus was on identifying commonality among the existing

policies and providing guidance for when these are updated or when jurisdictions are developing new policies.

Mr. Kirby said that the next Community Leadership Institute would take place on March 29th and 31st, and that suitable participants were being sought. He said that Kathy Porter, former TPB Chair and former Mayor of Takoma Park, would be facilitating this effort, and that previous sessions had been very well received. He noted that some members of the Board had participated, and asked that members pass on the details of anyone who might be interested to Deborah Bilek, whose email and phone number are on the bottom of the brochure in the mail-out.

Mr. Kirby called members' attention to a letter from Tony Kinn, of the Office of Transportation Public-Private Partnership for the Commonwealth of Virginia. He said Mr. Kinn had asked to meet the TPB to discuss priority projects for public-private partnerships, and that his letter had laid out the kinds of projects that his office is looking for. Mr. Kirby said this could present the TPB with significant opportunities, and that he would brief members further once more information became available.

Mr. Kirby said that letters on the findings of the TPB's recently-completed JARC and New Freedom assessment had been sent to AMPO and APTA, and that they would be included in next month's packet.

Chair Turner thanked Mr. Kirby for his report and said that, as a graduate of the Community Leadership Institute, he could testify that it represented a great opportunity for newer members of the Board and for community leaders. He requested that an electronic copy of the brochure be sent to members, and that they send it to their listservs and distribution lists to raise awareness of the opportunity.

6. Chair's Remarks

Chair Turner informed the Board that Mr. Kirby had participated in a discussion on News Channel 8 the previous month and had done an excellent job of representing the Transportation Planning Board. He said he had appreciated the invitation from the CAC to come to its first meeting of the year and that he had enjoyed meeting its new members. He introduced Prince George's Council Member Derrick Davis (District 6), an alternate member of the TPB who was attending for the first time in the place of Mr. Olson. He also recognized Emmett Jordan, mayor pro-tem of the City of Greenbelt, as a newly appointed alternate on the TPB from Greenbelt.

ACTION ITEMS

7. Review of Comments and Approval of Project Submissions for the Air Quality Conformity Assessment for the 2012 Financially Constrained Long Range Transportation Plan (CLRP) and the FY2013-2018 Transportation Improvement Program (TIP)

Mr. Kirby said that the mailout item summarized the proposed significant additions and changes to the 2012 CLRP and FY 2013-2018 TIP. He said Mr. Austin would present some technical corrections, the public comments received and the recommended responses that were made by the National Park Service and VDOT, regarding the Manassas National Battlefield Bypass. A memorandum summarizing these corrections, comments received and responses was distributed.

Mr. Austin summarized the technical corrections to the project submissions for the air quality conformity analysis for the 2012 CLRP and FY 2013-2018 TIP. He said that VDOT submitted technical corrections to the I-495 HOT lanes project and to the I-495 auxiliary lanes project, and pointed out that the distributed material includes a complete table of all the changes for these projects.

Mr. Smith asked why the technical corrections included a 17-year delay, from 2013 to 2030, for the expected completion of ten segments of I-495 auxiliary lanes.

Mr. Austin replied that he believed that it was due to the fact that the funding agreements are not yet finalized and that the completion dates would be revised when they are finalized. He said he would defer to VDOT to follow up on this question. He continued to review the comments received and recommended responses regarding the Manassas National Battlefield Bypass. He said the first comment, from an individual, was a proposal that the Route 28 bypass could provide better congestion relief for Manassas residents than the Battlefield Bypass. He said that the National Park Service responded by stating that the purpose of the Battlefield Bypass is to remove non-park traffic from within the park off of Routes 234 and 29. He said the second comment, which was mentioned by Mr. Schwartz earlier, was a joint letter from the Coalition for Smarter Growth, the Southern Environmental Law Center, the National Parks Conservation Association, and the Piedmont Environmental Council. The letter was summarized into 12 points which he reviewed, along with the responses.

Mr. Kirby said that representatives from both VDOT and the National Park Service were present and able to answer further questions.

Ms. Backmon made a motion to adopt Resolution R8-2012 to approve the project submissions for inclusion in the air quality conformity assessment for the 2012 CLRP and FY2013-2018 TIP. Mr. Jenkins seconded the motion.

Mr. Snyder, emphasizing the importance of the Civil War as a milestone in United States history, said that the Manassas Battlefield is one of the great battlefields of the Civil War. He asked for clarification on whether the approval would build a bypass as well as shut down roads, and what, if any, the legally binding effect of these actions would be. He also asked who currently controls

these roads, and who would control them in the future. Finally, he inquired about induced traffic, and questioned whether the approval would bring significantly more traffic into the Battlefield area.

Ms. Smyth, referring to the documents, noticed on the response to the question about enforceable commitment that the Fairfax County Board of Supervisors stated support. She clarified that this was a statement to indicate good intentions.

Mr. Moore said that VDOT concurs with the United States Park Service comments. He said that the NEPA process is being rigorously followed, and that VDOT is actively working with the National Park Service to move traffic from the close vicinity of the main historic sites on the Manassas National Battlefield Park in order to preserve it. He said that VDOT has submitted the project for the CLRP for the air quality conformity analysis, and that transferring the property and roads will take a combination of local and legislative action. He added that pulling this project out of the CLRP would result in disallowing the completion of the NEPA studies.

Mr. Way said that the City of Manassas has not taken a position on this project. Recognizing the expense and timeframe for the project, he said that disagreement on the details should not be a reason to oppose it. He added his strong support of the Tri-County Parkway, stating that it would alleviate congestion along Route 28 and help connect activity centers.

Mr. Jenkins, emphasizing his longevity on the Prince William County Board of Supervisors, said that the Tri-County Parkway is in the County's comprehensive plan. He stated his support for the Manassas Battlefield Park project and urged the TPB to pass the resolution.

Mr. Beecher stated his support of Mr. Moore's comments, and said that Loudoun County would vote to affirm the motion.

Ms. Smyth asked for clarification regarding the closure of Routes 29 and 234, and if these closures would be clearly stated in writing.

Mr. Moore replied that this has already been done in the submission for air quality conformity.

Mr. Snyder asked for clarification that the project includes the Bypass as well as closing the roads in the battlefield. Hearing staff respond affirmatively, he stated that the record should reflect that the project includes both the Bypass and the road closures.

Mr. May of the National Park Service thanked those who support the project. He said that it is encouraging to hear the TPB discuss the mission of the Park and how best to protect it, and to hear that the disagreement at hand reflects different opinions on how best to protect the park. He said that this was the best alternative to eliminating roads that go through the park while addressing safety and preservation issues.

Ms. Tregoning acknowledged the potential for the development of a corridor of statewide significance that runs from I-95 in Stafford County to Route 7 in Loudoun County. She

expressed concern about the impact this may have on introducing new truck traffic, and suggested that this could have an adverse impact.

Mr. Moore stated that the TPB would not be voting on a corridor of statewide significance. He said he would need to get specific boundary information to address parts of Ms. Tregoning's concern. He added that the corridor in its current form is already congested, and the focus of this project is to make improvements.

Ms. Koster asked if induced demand was an issue that was being evaluated.

Mr. Moore said he would have to refer to staff for an answer to that question. He said that he could bring people in to review the draft environmental impact statement in its current form if the TPB wanted to go into such detail.

Chair Turner called for a vote on R8-2012 to approve the project submissions for the inclusion of the air quality conformity assessment for the 2012 CLRP and FY2013-2018 TIP. The resolution was passed unanimously.

8. Approval of Scope of Work for the Air Quality Conformity Assessment for the 2012 CLRP and FY2013-2018 TIP

Ms. Posey said the mailout item presented the scope of work, which includes work tasks, technical inputs, and the schedule for the conformity analysis of the 2012 CLRP and FY2013-2018 TIP. She reminded the TPB that the schedule allows for the TPB to approve the conformity analysis in July. She added the scope of work with project inputs went out for public comment, and no comments were received. She said that the TPB is being asked to approve the scope of work in order for staff to begin the conformity analysis of the 2012 CLRP and FY 2013-2018 TIP.

Chair Turner called for a vote approving of the scope of work for the air quality conformity assessment for the 2012 CLRP and FY2013-2018 TIP. The scope was approved unanimously.

9. Approval of Amendment to the FY 2011-2016 TIP that is Exempt from the Air Quality Conformity Requirement to Include Funding for the Construction of the I-95 HOV/HOT Lanes project, as requested by the Virginia Department of Transportation (VDOT)

Mr. Kirby said VDOT is seeking an amendment to the TIP which specifies funding that is going to the I-95 HOV/HOT Lane project. He said the amendment shows sources of funding from private debt service as well as VDOT funding. He said the TPB is being asked to act on this amendment due to the large amount of funding involved.

Chair Turner noted that the amendment was discussed at the February Steering Committee meeting and the committee decided to bring the item before the TPB.

Mr. Moore made a motion to adopt Resolution R9-2012 to amend the FY 2011-2016 TIP. Mr. Way seconded the motion.

Mr. Zimmerman asked for clarification that the cost of the project is roughly \$940 million.

Mr. Moore said the numbers have not been finalized and that \$780 million is close to accurate.

Mr. Zimmerman expressed concern about the definitiveness of the response. He asked Mr. Moore if he thought that the final project cost would be higher than \$780 million. He said he does not expect that amount to cover the entire projected cost of the project.

Mr. Moore said he does not think the final cost will be higher than \$780 million.

Mr. Zimmerman asked Mr. Moore to confirm that he expects the project to be constructed based on what is presented in the amendment to the TIP. He asked Mr. Moore if a future amendment would be necessary.

Mr. Moore said the TPB may see some amendments as the project cost is being finalized. He said \$780 million is the best estimate for the project at this time.

Mr. Zimmerman said he would be surprised if that is true. He said he anticipates the project will cost more than \$780 million and that the TPB will again be requested to approve amendments to the project. He asked Mr. Moore about the transit component that should be included in the project.

Mr. Moore said a transit component is not included in the \$780 million project cost.

Mr. Zimmerman said the TPB was told that there is to be a transit component to the project. He asked Mr. Moore if that had changed.

Mr. Moore said there is no transit component for this portion of the project. He said the transit component would be done separately in the six-year plan and as part of future plans.

Mr. Zimmerman asked Mr. Moore to clarify whether transit is currently included in the HOT Lanes project, or will be included later.

Mr. Moore said the particular project included in the amendment at hand does not have a transit component, unlike the original HOT Lanes project that included I-395 and had an integral transit component. He said this project is separate, and that a transit component for the corridor would be completed as part of the six-year plan and funded through a separate project.

Mr. Zimmerman confirmed that part of the reason for a project cost that is lower than he expected is that the transit has been cut out of the project.

Mr. Moore said that is correct.

Mr. Zimmerman said that when the project is implemented, he wonders whose responsibility it will be to monitor the project to see how it actually performs. He reminded the TPB that the project is taking a current transit facility and turning it over to a private company, which will then charge admission for people who are in single-occupant vehicles. He questions what that action will do to the transit that has provided so much of the mobility in the corridor, and if that transit will be negatively affected. He asked if the TPB has any role in monitoring the impacts of the implementation of the project.

Mr. Kirby said the TPB has done quite a lot of HOV monitoring work for VDOT through the TPB's work program. He said monitoring for this particular project is not included in the work program because the facility has not yet been built.

Mr. Zimmerman said his question is not whether VDOT wants the TPB to perform that action, it is whether the region should expect the TPB to perform that action, given the impact of this major corridor on the mobility of the entire region. He suggested that it would be a good idea for the TPB to commit at the outset to conducting this future analysis and begin collecting the base data for a point of comparison. He said that information, along with monitoring as the project is being implemented and after the project has been completed, will inform the region of the utility of the project and if it should be replicated throughout the region or not.

Chair Turner said that the TPB will approve the work program at its March meeting, noting that there is an opportunity to add this activity as a part of that work program. He said this request ties in with some of the discussion the TPB has had over the last several years on the Regional Transportation Priorities Plan in terms of evaluating projects and potential impacts on the region. He said perhaps this request could be included in those efforts.

Mr. Zimmerman suggested that staff develop a template for the Board to consider at its next meeting, given the direction of this item. He said it might be incorporated anyway, as the Chair suggested, but the TPB should have an opportunity to go on the record and make clear the intention to conduct this analysis.

Mr. Kirby said staff can speak with VDOT about scoping out this activity in the upcoming FY 2013 work program and how it could be carried out in subsequent years.

Chair Turner said he understands the importance of getting the base data to see how the facility performs over time.

Ms. Smyth said she wanted to be sure that the record indicates that the TPB will be passing this amendment with the understanding that the Commonwealth has another commitment for transit in this corridor and that VDOT will be working on that.

Mr. Moore said that is correct.

The motion passed unanimously.

10. Approval of Application for Funding Under the FY 2012 Transportation Investments Generating Economic Recovery (TIGER) Competitive Grant Program

Mr. Randall provided a presentation on the FY 2012 TIGER grant application proposal. He said the notice of funding availability for the program came out on January 31, the pre-application is due on February 20 and the application is due on March 19, providing only a seven-week turnaround. He said TPB staff proposes to submit a revised version of the FY 2011 TIGER application, which was well-received by USDOT staff even though it was not funded. He said USDOT staff indicated to TPB staff that improving project readiness and providing a high match and private contributions would make an FY 2012 application more competitive.

Mr. Randall reviewed the application concept – small-scale, innovative multimodal improvements for accessibility around regional rail stations. He said the FY 2012 application proposal contains seven project components identifying improvements at 16 rail stations throughout the region. He reviewed minor project adjustments from the FY 2011 application. He said the total application would request \$22 million worth of federal funding with a 32 percent match, yielding a total project cost of \$32 million.

Mr. Randall briefly reviewed other competitive grant programs administered by the Federal Transit Administration. He said WMATA is proposing to resubmit through the livability grant opportunity its FY 2010 Regional Bus Stop application that it prepared in cooperation with local jurisdictions and TPB staff.

Chair Turner noted the quick turnaround required for submittal of the TPB's FY 2012 TIGER application and he said that he hopes the TPB will be successful given the positive feedback from USDOT.

Mr. Erenrich made a motion to adopt Resolution R10-2012 to approve the FY 2012 TIGER application. Mr. Zimmerman seconded the motion.

Mr. Zimbabwe said it is his understanding that USDOT reserves the right to less than fully fund the overall proposal if there are a variety of components included in the proposal. He said that the overall size of the federal request is larger than any of the projects funded in the FY 2011 round of TIGER grants. He asked if there has been any discussion about stating priorities for the projects within the TPB's application.

Mr. Randall said USDOT staff spoke favorably about the segmentability of the TPB's application in that it provided a menu of projects and performed an independent benefit-cost analysis for each of the project components. He said that USDOT has previously selected components of a project application to fund. He said USDOT staff made very clear that whatever priorities the TPB might have, they would select projects based on their priorities and selection criteria.

Ms. Tregoning noted that a lot of the project components involve Metrorail stations and asked if it would be possible to determine the ridership at those stations. She said that could be a convenient way to array the projects. She also noted that the largest project has the minimum local match. She said she understands that the ability to over-match was a factor in previously successful TIGER grants.

Mr. Erenrich said ranking the projects according to ridership would be counterproductive because the purpose of the grant application is to enhance ridership at under-performing stations. He used Forest Glen as an example, stating that it is currently a hardship for pedestrians to access the station because of the need to cross Georgia Avenue. He reiterated that the TPB is not being asked to prioritize its project components.

Mr. Randall said USDOT staff acknowledged that the pure benefit-cost numbers do not always indicate qualitative benefits. He said that the numbers showing the impact on accessibility for mobility device users traveling between Forest Glen Metrorail Station and Holy Cross Hospital might not be high, but qualitatively could have a significant impact on users.

Ms. Tregoning said she appreciates that differentiation. She said she was also looking at projects that have been funded in the past and the trend shows that most all of the projects had a significant over-match. She said she is concerned that meeting the minimum match requirement might again place the TPB's application as an outlier.

Chair Turner said he agrees that it is not necessary to prioritize the TPB project components.

The motion passed unanimously.

INFORMATION ITEMS

11. Briefing on Mobile Emissions Inventories for Fine Particle Pollution (PM2.5) for the 2012 Redesignation Request and Maintenance Plan

Mr. Kirby introduced Joan Rohlfs, of the COG Department of Environmental Programs (DEP), and Elena Constantine, of the Department of Transportation Planning (DTP), to provide a briefing on mobile emissions inventories for fine particle pollution. He told the Board that the Metropolitan Washington Air Quality Committee (MWAQC) would be moving forward with adopting a maintenance plan for the region in the next month or two, and that it was important for the Board to be aware of the plan and how it is developed.

Ms. Rohlfs began by explaining fine particle pollution to the Board. She said fine particles are extremely small and create visibility and respiratory problems, and that they are created by emissions from mobile sources, power plants, road construction, coal combustion and other sources. She explained that the Washington region is currently meeting air quality standards for fine particles, and that the Environmental Protection Agency (EPA) in 2009 issued a clean data

determination for the region, allowing the states to seek re-designation to attainment and to submit a ten-year maintenance plan.

Ms. Rohlf's also explained that the region has conducted an emissions inventory to show emissions from each major source sector for the years 2002, 2007, 2017, and 2025. She said that nitrogen oxides (NO_x) and sulfur dioxide (SO₂) emissions declined significantly between 2002 and 2007, and that projections show them continuing to decline beyond 2025. Fine particle emissions will decline during the 2002 to 2025 timeframe, but not as much as NO_x. She pointed out that on-road sources were the greatest contributor to NO_x emissions.

Finally, Ms. Rohlf's described the schedule for re-designation. She said the first step—calculation of emissions inventories—had been completed, and that MWAQC will review and potentially approve the draft plan for public comment in March. The public comment period will probably occur in April and final approval by MWAQC could happen in May. Following MWAQC approval, the plan will be submitted to EPA, with final approval currently anticipated in September.

Ms. Constantine showed the Board the results of an analysis to estimate emissions from mobile sources in the region using the TPB Version 2.3 travel demand forecasting model, the 2011 Constrained Long-Range Plan (CLRP), and the MOVES 2010a emissions estimating model. She pointed out the dramatic declining trend in emissions since 2002, and explained that the inventory looks out to 2040, the out year for the CLRP. She also highlighted the fact that while NO_x emissions continue declining between 2025 and 2040, fine particle emissions experience a slight uptick during that period. She noted that there are some minor jurisdictional variations in emissions, mainly a greater reduction in NO_x emissions in Maryland, which staff attribute to the fact that Maryland has instituted the California Clean Car Program while Virginia has not. She also explained that dramatic NO_x emission reductions have been achieved mostly through emission control technologies on autos, while some fine particle emissions are the result of brake and tire wear, which are not as easily reduced through new technology.

Finally, Ms. Constantine explained that the estimates out to 2025 and 2040 have some degree of uncertainty, due mainly to the ever-changing composition of the vehicle fleet and to the likelihood of future changes to the emissions models. She said that, in order to accommodate future uncertainties in the age of the vehicle fleet mix and the MOVES emissions model, staff are considering adding safety margins of 10 percent or 15 percent to the current projections in recommending mobile budgets for the maintenance plan.

Chair Turner opened the floor to questions.

Mr. Erenrich expressed concern that, without safety margins added to the forecast mobile emissions inventories for 2025 and 2040, future emissions budgets could be set so low that the region would be unable to meet them, which would potentially restrict use of transportation funds for future highway and transit projects. He recommended that staff attend the MWAQC Technical Committee meeting to express the need for adding safety margins to the mobile emissions budgets.

Mr. Mendelson asked why safety margins were needed, as the slides indicated that future emissions were well below the 2007 attainment levels.

Mr. Kirby explained that projected emissions in 2020, 2030, and 2040 would not be measured against 2007 levels, but against budgets based on the levels projected for 2017 and 2025. He said that there is concern that with future budgets being set at such significantly lower levels than 2007, the degree of uncertainty in current projections for future emissions means there is no guarantee that the region will continue to be in attainment in future years. He also highlighted the slight uptick in emissions of fine particles between 2025 and 2040, something which further indicates the risk of exceeding future attainment budgets.

Mr. Mendelson asked whether the state departments of transportation participate in the MWAQC process.

Mr. Kirby confirmed that they do.

Mr. Mendelson suggested that this debate occur in that forum rather than at this Board meeting.

Mr. Kirby said that today's briefing to the Board was simply to let the Board know about the process and that there will be discussion about the concerns raised by the transportation sector regarding the maintenance plan budgets and levels of uncertainty.

Ms. Erickson said that the reason for bringing this issue to the Board's attention and expressing concern about next year's results is that the departments of transportation support a reasonable safety margin and would like for the Board to recommend that.

Mr. Mendelson responded by saying that he thought it was premature to make such a recommendation at today's meeting, and that the departments of transportation would be able to voice their concerns directly during the next MWAQC Technical Advisory Committee meeting.

Chair Turner said he would have no problem directing staff to raise the concerns about the safety margins at the MWAQC Technical Advisory Committee meeting and possibly to bring the issue back to the Board for further action.

Ms. Constantine reminded Board members that extra copies of her presentation would be available after the meeting.

Mr. Kirby noted that both Ms. Constantine's and Ms. Rohlfs's presentations would be posted online.

12. Update on COG Incident Management and Response (IMR) Action Plan Transportation Recommendations

Mr. Meese provided the Board with an update on the COG Incident Management and Response (IMR) Action Plan that the Board first heard about at its November meeting. He reported that COG's IMR Steering Committee would be meeting on February 22 and had requested updated information on the transportation recommendations made in the Action Plan, which included expansion of the hours of operation of the Metropolitan Area Transportation Operations Coordination (MATOC) information-sharing program, enhancing the information MATOC provides to agencies, decision-makers, and the public, and providing power back-up for the region's major traffic signals.

Mr. Meese explained that MATOC is currently capable of operating on a 24-hour-a-day, seven-day-a-week basis as needed, but that resources have not yet been identified to operate "24/7" permanently. He said that the Regional Incident Coordination (RIC) Program recommended by the IMR Action Plan could request off-hours activation of MATOC on an as-needed basis.

With regard to MATOC's information sharing, Mr. Meese said that MATOC has undertaken a snow mobilization coordination effort that has convened the snow managers from the major transportation agencies to facilitate better coordination and to improve communications on roadway conditions. He also said that they are looking at how MATOC can better interface with the regional decision-making process regarding school- and personnel-release policies.

The other major activity Mr. Meese described to the Board was a survey of 20 agencies and jurisdictions in the region that have responsibility for maintaining traffic signals. Of the more than 5,000 traffic signals on which information was collected, Mr. Meese reported that about 20 percent have some sort of power back-up system—15 percent have battery-based systems that are instant-on but have limited duration, while 5 percent are capable of being powered by mobile generators for longer periods of time. He noted that agency-specific details vary widely, with zero percent of traffic signals in some jurisdictions with power back-ups to 100 percent of traffic signals in at least one jurisdiction—Prince George's County—having back-up systems in place. He pointed out the installation and ongoing maintenance costs of some systems, and said that agencies are aware of this issue and working to add new systems as their budgets allow.

Mr. Meese concluded by saying that staff will continue working with the IMR Steering Committee to refine cost estimates and identify high-priority intersections for installation of power back-ups, and that discussions about expanding MATOC's hours of operation and its involvement in the regional decision-making process will continue.

13. Update on Reauthorization of Federal Surface Transportation Legislation

Mr. Kirby provided a brief update on reauthorization of federal surface transportation legislation. He said that House and Senate versions of a bill are currently moving through Congress. He said that the current SAFETEA-LU authorization expires March 31, and that either a new bill or an

extension will be needed by then.

Mr. Kirby explained that neither bill raises gas taxes or other user revenues, instead relying on non-transportation sources to supplement existing gas tax revenues. He said that the Senate bill, which is a two-year bill, would be funded in part through various offsets elsewhere in the federal budget. The House bill, which is a six-year bill, would be funded in part through oil lease and other energy-related provisions. He said the Senate bill has a good chance of passing and being ready for conference, while the House bill faces more uncertainty.

Overall, Mr. Kirby said, the two bills are funded slightly above the current SAFETEA-LU authorization, and that metropolitan planning provisions and funding levels for large MPOs remain essentially unchanged. He also said that both bills have new provisions on performance measures and performance-based programming, which he said were likely to be present in any final bill that comes out of Congress. Neither bill provides for earmarks.

Chair Turner urged Board members to make sure their jurisdictions do their respective lobbying and advocacy on behalf of the region, and speak with their respective House and Senate delegations.

14. Review of the Draft FY 2013 Commuter Connections Work Program (CCWP)

Chair Turner deferred Item 14 to the next Board meeting.

15. Review of the Draft FY 2013 Unified Planning Work Program (UPWP)

Chair Turner deferred Item 15 to the next Board meeting.

16. Other Business

No other business came before the Board.

17. Adjourn

The meeting was adjourned at 2:19 p.m.

TPB Technical Committee Meeting Highlights March 2, 2012

The Technical Committee met on March 2 at COG. Six items were reviewed for inclusion on the TPB agenda on March 21.

- TPB agenda Item 7

The Committee reviewed the project amendments and associated budgets in the current FY 2012 UPWP that will be carried over to FY 2013. The Committee recommended that the FY 2012 amendments and carryover funding be presented for the Board's approval at its March 21 meeting.

- TPB agenda Item 8

The Committee was briefed on the final draft Unified Planning Work Program (UPWP) for FY 2013 (July 1, 2012 through June 30, 2012). The Committee recommended that the final version of the FY 2013 UPWP be presented for the Board's approval at its March 21 meeting.

- TPB agenda Item 9

The Committee was briefed on the final draft Commuter Connections Work Program (CCWP) for FY 2013 (July 1, 2012 through June 30, 2013). The Committee recommended that the final version be presented for the Board's approval at its March 21 meeting.

- TPB agenda Item 10

The Metropolitan Washington Air Quality Committee (MWAQC) is preparing a request to EPA for redesignation of the Washington DC-MD-VA nonattainment area to attainment status for PM_{2.5}, along with a maintenance plan demonstrating compliance with PM_{2.5} standards through 2025. The Committee was briefed on key considerations associated with the establishment of mobile emissions budgets for the redesignation request and maintenance plan, and on the implications for transportation conformity. The Committee recommended that the TPB consider sending a letter to MWAQC articulating the need for safety margins for the mobile emissions budgets.

- TPB agenda Item 11

The Committee was briefed on a draft Regional Complete Streets Guidance and Policy Template. The guidance and policy template developed by regional stakeholders at a January 30 workshop has been updated based upon comments received after the workshop. The purpose of the Guidance and Policy Template is to encourage TPB member jurisdictions and agencies that do not already have a Complete Streets policy, or are revising an existing policy, to adopt one that reflects common elements representing current best practices.

- TPB agenda Item 13

The Committee was updated on the status of the House and Senate proposals and the likely schedule for further Congressional action on the reauthorization of Federal surface transportation legislation.

Two items were presented for information and discussion:

- At the February 15 meeting, the TPB approved the projects for the final application for the FY 2012 TIGER program, with pre-applications due on February 20 and final applications on March 19. The Committee reviewed the local projects for the FY 2012 TIGER application, which is based upon the TPB's FY 2011 submission to implement multimodal access improvements in rail station areas. The Committee also was briefed on the proposed applications by TPB member agencies for FY 2012 FTA grants.
- The Committee was briefed on recently completed and current projects under the Continuous Airport Systems Planning (CASP) Program, including ground access travel times to the three regional commercial airports, enplanement trends and forecasts, ground access forecasts, and the regional air passenger survey.

**TPB TECHNICAL COMMITTEE MEMBERS AND ALTERNATES
ATTENDANCE - March 2, 2012**

DISTRICT OF COLUMBIA

DDOT Mark Rawlings
DCOP Art Rodgers

MARYLAND

Charles County Jason Groth
Frederick Co. -----
City of Frederick Tim Davis
Gaithersburg -----
Montgomery Co. Anne Root
Prince George's Co. Abul Hassan
Rockville -----
M-NCPPC
 Montgomery Co. -----
 Prince George's Co. Faramarz Mokhtari
MDOT Lyn Erickson
 Renna Mathews
MTA Rick Kiegel
Takoma Park -----

VIRGINIA

Alexandria Pierre Holloman
Arlington Co. Dan Malouff
City of Fairfax Alexis Verzosa
Fairfax Co. Mike Lake
Falls Church -----
Loudoun Co. -----
Manassas -----
Prince William Co. Monica Backmon
NVTC Claire Gron
PRTC Nick Alexandrow
VRE Christine Hoeffner
VDOT Kanathur Srikanth
VDRPT Anthony Foster
NVPDC -----
VDOA -----

WMATA

WMATA Mark Kellogg

FEDERAL/OTHER

FHWA-DC -----
FHWA-VA -----
FTA -----
NCPC -----
NPS -----
MWAQC -----

COG Staff

Ronald Kirby, DTP
Gerald Miller, DTP
Mark Pfoutz, DTP
Nick Ramfos, DTP
Robert Griffiths, DTP
Rich Roisman, DTP
Andy Meese, DTP
Michael Farrell, DTP
Jane Posey, DTP
Ron Milone, DTP
Elena Constantine, DTP
Eric Randall, DTP
Joan Rohlf, DEP
Paul DesJardin, DCPS

Other Attendees

Randy Carroll, MDE
Bill Orleans, HACK

National Capital Region Transportation Planning Board

777 North Capitol Street, N.E., Suite 300, Washington, D.C. 20002-4290 (202) 962-3310 Fax: (202) 962-3202

Item #5

MEMORANDUM

March 15, 2012

TO: Transportation Planning Board

FROM: Ronald F. Kirby
Director, Department of
Transportation Planning

RE: Letters Sent/Received Since the February 15th TPB Meeting

The attached letters were sent/received since the February 15th TPB meeting. The letters will be reviewed under Agenda #5 of the March 21st TPB agenda.

Attachments

National Capital Region Transportation Planning Board

777 North Capitol Street, N.E., Suite 300, Washington, D.C. 20002-4290 (202) 962-3315 Fax: (202) 962-3202

MEMORANDUM

TO: Transportation Planning Board

FROM: Eric Randall
Department of Transportation Planning

SUBJECT: Submission of the TPB Application for Funding Under the FY 2012 Transportation Investments Generating Economic Recovery (TIGER) Competitive Grant Program

DATE: March 15, 2012

This memorandum reports on the submission of the TPB's application for the United States Department of Transportation (USDOT) FY 2012 Transportation Investment Generating Economic Recovery (TIGER) Grant Program. The grant application, entitled "Multimodal Access Improvements for Rail Station Areas in the Washington Region" was submitted on Thursday, March 15 via the federal government's Grants.gov website. The application focuses on innovative rail station access projects, including pedestrian, bicycle, streetscape and other circulation improvements that will improve access to the region's commuter and Metro rail stations.

FY 2012 TIGER Grant Application

On January 31, USDOT issued a Notice of Funding Availability (NOFA) for the FY 2012 round of funding under the TIGER Discretionary Grant Program, with \$380 million available for funding capital projects in urban areas. Pre-applications were due February 20, and applications were due March 19; a timeline much shorter than the four-month schedule of previous rounds.

Based on the positive feedback provided by USDOT staff in a debrief of the TPB's grant application for FY 2011, and the expedited timeline for submission, at the February 15 meeting the TPB approved the submittal of a revision of the FY 2011 application for the FY 2012 grant opportunity.

The most significant change from the FY 2011 application is the addition of a project by Arlington County to improve the Rosslyn Circle Crossing, and the removal of the City of Rockville's Twinbrook Access Improvement project (which is being funded by other means).

In response to USDOT comments that a more compelling application can be made by emphasizing project readiness and local commitment, jurisdictional staff were able to provide more developed and financially constrained plans, as planning, design, and engineering efforts had continued for many of the proposed projects.

Increased local commitment is being demonstrated by the provision of higher levels of public and private match for requested federal funds. In particular, the State of Maryland is providing a \$1.3

million contribution to Montgomery County's Forest Glen Access project, which the County is matching with an additional \$700,000 contribution above and beyond the initial 20% local contribution, increasing the overall local match to 33%. In Arlington County, the Rosslyn Circle Crossing project will leverage a \$ 3,270,000 private investment in improvements with a federal funds request for \$750,000, an 81% local match. Other projects in Maryland and Virginia also feature more than the 20% minimum local match for requested federal funds.

The combined FY 2012 TIGER grant application requests \$19.9 million in federal funds, which will leverage \$12.2 million of local private and public funds (38% match), for a total project size of \$32.2 million. More detailed information is provided on the attached overview description and project list. The narrative application and supporting appendices are available online at: <http://www.mwcog.org/transportation/tiger2011>

Letters of Support

Project partner support letters include local match and NEPA assurances from the jurisdictions that own portions of the proposed project:

1. TPB Resolution R10-2012, approving submission of the FY 2012 TIGER Grant: February 15, 2012
2. COG Board Resolution R11-2012, approving administration of project: March 14, 2012
3. Arlington County Division of Transportation letter from Director Dennis Leach: March 8, 2012
4. District Department of Transportation letter from Director Terry Bellamy: March 13, 2012
5. Montgomery County Department of Transportation letter from Director Arthur Holmes, Jr: March 9, 2012
6. Governor of the State of Maryland, Martin O'Malley: October 31, 2011.
7. Prince George's County Department of Public Works and Transportation letter from Director Haitham Hijazi for New Carrollton: March 9, 2012
8. Prince George's County Department of Public Works and Transportation letter from Director Haitham Hijazi for West Hyattsville: March 9, 2012
9. Virginia Railway Express (VRE) project:
 - a. Fairfax County Department of Transportation letter from Director Tom Biesiadny: February 29, 2012
 - b. City of Manassas Community Development letter from Elizabeth Via-Gossman: September 12, 2011*
 - c. City of Manassas Park letter from James Zumwalt, City Manager: September 28, 2011*
 - d. Prince William County Board of Supervisors letter from Chairman Corey Stewart: February 27, 2012

* Reused from FY 2011 application

Additional support letters were also received from the following:

1. Joint Letter from Congressional Representatives: Gerald Connolly (VA-11), Donna Edwards (MD-4), Jim Moran (VA-8), Eleanor Holmes Norton (DC- At-Large), Chris Van Hollen (MD-8): March 8, 2012
2. WMATA, Richard Sarles, General Manager: March 9, 2012
3. Fairfax County Board of Supervisors, Chairman Sharon Bulova: February 29, 2012
4. Washington Area Bicyclist Association, Shane Farthing, Executive Director: March 9, 2012
5. Joint Letter from the Coalition for Smarter Growth (CSG), Piedmont Environmental Council Sierra Club - Virginia Chapter, Sierra Club - Montgomery County Maryland, Stewart Schwartz (CSG): March 9, 2012
6. New Carrollton JV, LLC – Joint Letter from Thomas Archer (Forest City Washington) and Dan McCabe (Urban Atlantic): February 13, 2012.

Project partner and additional letters of support were included in the submitted application.

FY 2012 TIGER Discretionary Grant Program
Transportation Planning Board Project List
March 15, 2012

Applicant Jurisdiction	Project Title	Project Description	Federal	Match	Funding Request		Project Total
					Local	Match Source	
District of Columbia							
District of Columbia	Fort Totten / 1st Place-Galloway Road Access Improvement Project	The project rebuilds the two streets serving the Fort Totten Metrorail Station: 1st Place (to Riggs Road) and Galloway Street (to South Dakota Ave). The project will improve accessibility and safety for pedestrians at this metro transfer station by rebuilding sidewalks and curbing, installing new lighting, and providing wayfinding signage.	\$3,336,840	\$834,210	20%	Local match	\$4,171,050
District of Columbia Total:			\$3,336,840	\$834,210	20.0%		\$4,171,050
Maryland							
Montgomery County	Forest Glen Underpass Project	Construct a pedestrian/bicyclist underpass underneath Georgia Avenue (MD 97) linking Forest Glen Metrorail Station to the sidewalk serving Holy Cross Hospital; construct one elevator to connect the street level directly to the Forest Glen Metrorail Station mezzanine; and establish bikeshare stations.	\$10,444,000	\$5,111,000	33%	Local/State match	\$15,555,000
Prince George's County	Pedestrian Safety Measures for the New Carrollton Metro Station	This project would include sidewalk and crossing improvements and signal timing changes identified in a 2010 TPB TLC study. These improvements will greatly enhance the pedestrian and bicycle access in and around the New Carrollton Metro Station and make it more suitable for transit oriented development.	\$402,797	\$172,627	30%	Local match	\$575,424
Prince George's County	West Hyattsville Metro Station Improvements	The project involves improvements to facilities with sidewalk gaps, a WMATA secure bike parking facility and related identified improvements that connect into the West Hyattsville Station.	\$542,750	\$167,500	24%	Local match	\$710,250
Maryland Total:			\$11,389,547	\$5,451,127	32.4%		\$16,840,674
Virginia							
Arlington County	Army Navy Drive Multimodal Access Improvement Project	The project re-conceives 3,300 feet of Army Navy Drive, providing a wider, safer sidewalk, a physically-separated two-way cycle track, and safer street cross section that will support a future streetcar. The project will also add ten Capital Bikeshare stations along Columbia Pike.	\$4,215,983	\$2,622,896	38%	Local bond	\$6,838,879
Arlington County	Rosslyn Circle Crossing	The project component includes pedestrian and bicycle facility improvements in proximity to the Rosslyn Metro Station. The safety and access enhancements improve bicycle access to Metro and into the region's core from two of the most heavily used regional trails.	\$750,000	\$3,270,000	81%	\$3,270,000 developer contributions. Project also has \$1,000,000 federal RSTP (inc. 20% state match) grant.	\$4,020,000
Virginia Railway Express (VRE)	Bicycle Lockers at VRE Stations	The project will add bicycle lockers to VRE stations in Fairfax and Prince William Counties, and the Cities of Manassas and Manassas Park.	\$226,880	\$56,720	20%	Funding commitment from each jurisdiction	\$283,600
Virginia Total:			\$5,192,863	\$5,949,616	53.4%		\$11,142,479
Confirmed FY 2012 TIGER TOTAL:			\$19,919,250	\$12,234,953	38.1%		\$32,154,203

National Capital Region Transportation Planning Board

FY 2012 TIGER Discretionary Grant Program Application

Fact Sheet

Project Summary

In response to the January 31 announcement of the FY 2012 TIGER Discretionary Grant Program notice of funding availability, the TPB has assembled a project application that consists of seven multimodal capital improvement components that will enhance non-motorized access to the region's rail system (see map on following page). The project focuses on pedestrian, bicycle, and streetscape improvements to 16 rail station areas that are well-served by transit and support housing and employment. These station area locations include both suburban activity centers and potential housing and job centers on the eastern side of the region. In many cases, these locations are reverse commute destinations. Together, the improvements in this application enhance the ability of existing infrastructure to positively impact the accessibility, safety, and economic opportunity of these untapped regional assets.

Project Components

District of Columbia

Fort Totten / 1st Place-Galloway Road Access Improvement Project **\$4,171,050**
 The project rebuilds two streets serving the Fort Totten Metrorail Station, improving accessibility and safety for pedestrians by rebuilding sidewalks and curbing, installing new lighting, and providing wayfinding signage.

Maryland

Montgomery County: Forest Glen Metrorail Access Project **\$15,555,000**
 The project will construct a pedestrian/bicyclist underpass underneath Georgia Avenue (MD 97), linking Forest Glen Metrorail Station to the sidewalk serving Holy Cross Hospital, and establish bikeshare stations.

Prince George's County: Pedestrian Safety Measures for the New Carrollton Metrorail Station **\$575,424**
 This component includes pedestrian improvements identified in a 2010 TPB TLC study, enhancing pedestrian and bicycle access in and around the station, making it more suitable for transit-oriented development.

Prince George's County: West Hyattsville Metrorail Station Access Improvements **\$710,250**
 The project involves improvements to facilities with sidewalk gaps, a WMATA secure bike parking facility and related identified improvements that connect into the West Hyattsville Station.

Virginia

Arlington County: Army Navy Drive Multimodal Access Improvements **\$6,838,879**
 The project component provides safety enhancements along Army Navy Drive, including a physically-separated two-way cycle track, in proximity to three Metrorail stations, and the project adds ten bikeshare stations.

Arlington County: Rosslyn Circle Crossing **\$4,020,000**
 The component includes pedestrian and bicycle facility improvements in proximity to the Rosslyn Metrorail Station. The enhancements improve bicycle access on two of the most heavily used regional trails.

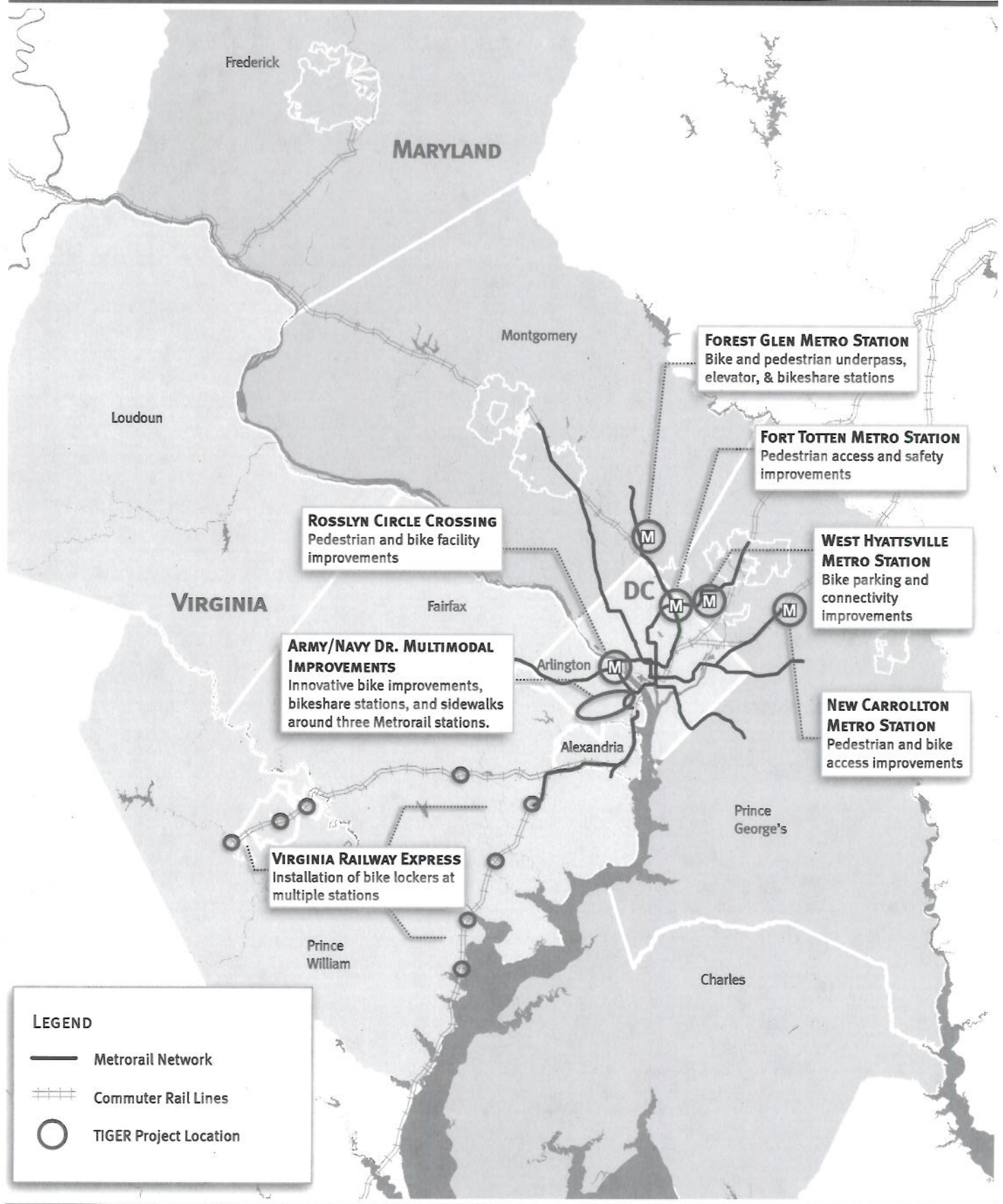
Virginia Railway Express (VRE): Bicycle Lockers at VRE Stations **\$283,600**
 The project will add bicycle lockers to VRE stations in Fairfax and Prince William Counties, and the Cities of Manassas and Manassas Park.

Total TIGER Request	\$19,919,250
Local Match (38.5 percent)	\$12,234,953
Total Project Cost	\$32,154,203

The TPB approved the project components at its meeting on February 15. The pre-application deadline was February 20 and the final application is due to USDOT on March 19.

COMPONENTS OF THE TPB APPLICATION PACKAGE

For The Metropolitan Washington Region



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

**RESOLUTION APPROVING THE SUBMISSION OF A
PRE-APPLICATION AND APPLICATION TO IMPLEMENT MULTIMODAL ACCESS
IMPROVEMENTS IN RAIL STATION AREAS IN THE NATIONAL CAPITAL REGION
FOR FUNDING UNDER THE US DEPARTMENT OF TRANSPORTATION (USDOT)
FY 2012 TIGER COMPETITIVE GRANT PROGRAM**

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 Safe, Accountable, Flexible, and Efficient Transportation Equity Act - A Legacy for Users (SAFETEA-LU) of 2005 for developing and carrying out a continuing, cooperative and comprehensive transportation planning process for the Washington Metropolitan Area; and

WHEREAS, On January 31, 2012, U.S. DOT released a notice of funding availability for the FY 2012 TIGER discretionary grant program; and

WHEREAS, the FY 2012 TIGER program is a competitive discretionary grant program administered through the US DOT Office of the Secretary funded with \$500 million appropriated through the FY 2012 Appropriations Act, \$380 million of which is available for capital projects in urban areas; and

WHEREAS, the TIGER program focuses on five primary criteria: state of good repair, safety, sustainability, livability, and economic competitiveness; and two secondary criteria: innovation and partnership; and

WHEREAS, the TIGER program provides the TPB with a good opportunity to fund innovative and challenging transportation projects that would be multimodal, multijurisdictional, multi-partnered and difficult to implement under other "modal" funding sources, in the process of meeting USDOT's long-term goals and objectives, such as providing regional benefits and strengthening regional partnerships, promoting multimodal travel by increasing connectivity and feasibility of using transit throughout the region, and increasing affordable transportation options; and

WHEREAS, at the July 21, 2011 TPB meeting, the Board approved TPB staff working with regional staff to develop and submit a regional TIGER application for the FY 2011 TIGER grant program, that centered on funding small-scale, innovative transit access projects including pedestrian, bicycle, streetscape or other circulation improvements to improve access to selected rail stations and encourage mixed-use development around the stations; and

WHEREAS, U.S. DOT staff indicated in a debrief of the TPB's FY 2011 TIGER application that its concept was exceptional and strongly encouraged re-submittal of the application for the FY 2012 TIGER grant opportunity; and

WHEREAS, additional refinements on the local project designs, costs and funding commitments, and implementation schedules will be provided to TPB staff by March 1 in order to perform and document the required analysis of the expected benefits and costs, including a calculation of net benefits;

NOW, THEREFORE BE IT RESOLVED THAT THE NATIONAL CAPITAL REGION TRANSPORTATION PLANNING BOARD approves the submission of a regional pre-application under the federal FY 2012 TIGER program by the due date of February 20, 2012, and the submission of an application by the due date of March 19, 2012.

Adopted by the Transportation Planning Board at its regular meeting on February 15, 2012.

**METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS
777 NORTH CAPITOL STREET, NE
WASHINGTON, DC 20002-4239**

**RESOLUTION AUTHORIZING COG TO APPLY FOR AND ADMINISTER FUNDING FROM
THE USDOT'S FY 2012 TIGER COMPETITIVE GRANT PROGRAM**

WHEREAS, On January 31, 2012, U.S. DOT released a notice of funding availability for the FY 2012 TIGER discretionary grant program; and

WHEREAS, the FY 2012 TIGER program is a competitive discretionary grant program administered through the USDOT Office of the Secretary and funded with \$500 million appropriated through the FY 2012 Appropriations Act, \$380 million of which is available for capital projects in urban areas; and

WHEREAS, the National Capital Region Transportation Planning Board (TPB), as the metropolitan planning organization (MPO) for the Washington Region, has the responsibility under the provisions of the Safe, Accountable, Flexible, and Efficient Transportation Equity Act - A Legacy for Users (SAFETEA-LU) of 2005 for developing and carrying out a continuing, cooperative and comprehensive transportation planning process for the Washington Metropolitan Area; and

WHEREAS, metropolitan planning organizations like the TPB are eligible applicants under the FY 2012 TIGER grant funding guidelines; and

WHEREAS, the TPB adopted the attached Resolution, TPB R10-2012, on February 15, 2012, approving the submission of an application for a project to Implement Multimodal Access Improvements in Rail Station Areas in the National Capital Region for funding under the FY 2012 TIGER competitive grant program; and

WHEREAS, the TPB will be the lead applicant in the grant application and COG/TPB will be the direct recipient of up to \$30 million for a regional pedestrian and bicycle access improvements to rail stations project, and other state, regional and local agencies will be joint applicants and sub-recipients of FY 2012 TIGER grant funding included in the application; and

WHEREAS, COG is the administrative agent of the TPB, and the COG Board authorizes the executive director to apply for and administer grant funding on behalf of the TPB; and

WHEREAS, applying for an FY 2012 TIGER grant represents a significant regional funding opportunity.

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

The Executive Director, or his designee, is authorized to apply for and administer grant funding from USDOT's FY 2012 TIGER Competitive Grant Program for a project to Implement Multimodal Access Improvements in Rail Station Areas in an amount no less than \$10,000,000 and not to exceed \$30,000,000 in accordance with provisions of the grant program. No COG matching funds are required.

Congress of the United States
Washington, DC 20515

March 8th, 2012

Dear Secretary LaHood,

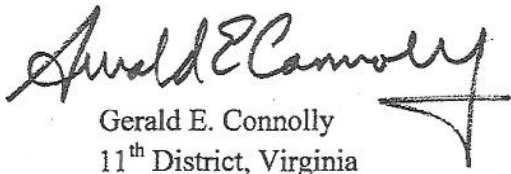
Thank you for your continued support of multimodal transportation choices. We are writing to request your support for the National Capital Region Transportation Planning Board's (TPB) FY 2012 TIGER discretionary grant application. The TPB is the Metropolitan Planning Organization for the National Capital Region, representing urban, suburban, and exurban local governments, and has developed a comprehensive package of region-wide multimodal improvements.


The TPB's proposal would improve bicycle and pedestrian infrastructure throughout the region, with a focus on improving access to Metrorail and regional mass transit stations. Although our region has a more extensive Metrorail system than many urban centers, too many of the stations do not have safe or convenient access to nearby neighborhoods. The TPB's application would link neighborhoods to transit hubs with a comprehensive suite of cycle tracks and paths, sidewalks, lighting, bikeshare stations, wayfinding, and bike parking. By improving non-motorized access to existing transit stations, The TPB's proposal would improve transit, pedestrian, and bike mode share in the most cost effective manner possible.

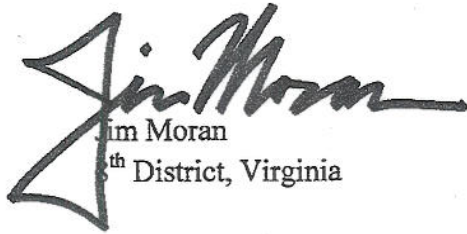
In addition to targeted pedestrian and bicycle infrastructure near Metrorail stations, The TPB's application includes multiuse trail projects to improve safety and expand non-motorized capacity at two of the busiest locations in the urban core. Construction of a cycle track near Army Navy Drive, in proximity to three Metrorail stations, will provide non-motorized access in a corridor that now is unsafe for pedestrians and cyclists. Rebuilding the Rosslyn Circle Trail crossing will reduce the incidence of automobile/bike/pedestrian accidents and fix a choke point which is unsafe and inconvenient for trail users and automobile drivers alike.


This package of projects exemplifies the goals of the TIGER program: Creating transportation choices, building more livable communities, and identifying cost-effective, multimodal transportation solutions. The success of such improvements here in the nation's capital would serve as a model for other communities. We respectfully request your support for The TPB's application for this round of TIGER grants and appreciate your consideration.

Sincerely,


Gerald E. Connolly
11th District, Virginia


Chris Van Hollen
8th District, Maryland


Jim Moran
4th District, Virginia


Eleanor Holmes Norton
At-Large, District of Columbia



Donna Edwards
4th District, Maryland

STATE OF MARYLAND
OFFICE OF THE GOVERNOR



March 12, 2012

MARTIN O'MALLEY
GOVERNOR

STATE HOUSE
100 STATE CIRCLE
ANNAPOLIS, MARYLAND 21401-1925
(410) 974-3901
(TOLL FREE) 1-800-811-8336

TTY USERS CALL VIA MD RELAY

The Honorable Ray LaHood
Secretary
U.S. Department of Transportation
Southeast Federal Center Building
1200 New Jersey Avenue, SE
Washington DC 20590

Dear Secretary LaHood:

I am writing to express my strong support for the National Capital Region Transportation Planning Board's (TPB) application for funding through the TIGER 2012 program. This project focuses on pedestrian, bicycle and streetscape improvements to 16 rail station areas and aligns perfectly with the multimodal, collaborative nature of the TIGER program.

Partners on this application include local, regional and statewide entities in Maryland, Virginia and the District of Columbia. Although the DC region has been among the most successful in the country at promoting transit-oriented development, there has been a notable disparity in growth in certain areas. By funding projects that support existing transit and multimodal infrastructure, this package of investments will help address these disparities and foster complete, livable communities in the region.

In order to strengthen the local match and express our commitment to the project, the State of Maryland is committing \$1.3 million in funds to the support the Forest Glen Metrorail Access Improvements component of the application.

Thank you for continuing to support TIGER. Knowing that this project is critical to achieving regional and national goals of improving access and mobility, increasing public safety, strengthening the environment, and promoting economic growth, I respectfully request your favorable consideration of this application.

Sincerely,

A handwritten signature in black ink, appearing to read "Martin O'Malley", written in a cursive style.

Governor



DEPARTMENT OF ENVIRONMENTAL SERVICES
Division of Transportation

Planning Bureau 2100 Clarendon Boulevard, Suite 900, Arlington, VA 22201
TEL 703-228-3681 FAX 703-228-7548 www.arlingtonva.us

March 8, 2012

Todd Turner
Chair, National Capital Region Transportation Planning Board
777 North Capitol Street, NE
Suite 300
Washington, DC 20002

Re: TIGER IV federal grant submission

Dear Chair Turner,

As a member of the National Capital Region Transportation Planning Board (TPB), the metropolitan planning organization (MPO) for the Washington region, Arlington County has worked with MPO staff on development of the TIGER IV regional access to transit grant submitted for the Washington region by the TPB. Arlington County enthusiastically supports the region's grant application, which was approved by the TPB for submittal to the U.S. Department of Transportation.

We are looking forward to implementing the proposed project components within Arlington County.

- Army Navy Drive is an important urban arterial street, which will have to be reconceived as a more complete, multimodal facility in order to meet the growing needs of the Pentagon City Metro station and transit oriented development area. Our proposed project, which has been planned in partnership with the Federal Highway Administration (FHWA), would redesign and rebuild the street in order to serve pedestrians, cyclists, and transit users as well as it serves automobiles. This project also includes the addition of 10 bikesharing stations to the Capital Bikeshare network, which already includes over 200 existing or planned bikesharing stations in Arlington and the District of Columbia.
- The intersection of US Route 29 and Lynn Street in Rosslyn, known as Rosslyn Circle, is where two of Northern Virginia's most important regional trails converge to provide a transfer to Rosslyn Metro station. The intersection is also the primary point where Metro passengers using Rosslyn station cross onto the Key Bridge to walk into the Georgetown neighborhood of the District of Columbia, which lacks a Metro station of its own. This intersection lacks adequate facilities for bike and pedestrian users to cross safely. The proposed project will provide an improved crossing at this key regional multimodal intersection.

Arlington is committed to these projects. Upon the award of a TIGER grant, Arlington will provide a local match of \$2,622,896, on top of a private contribution of \$3,270,000. Together, these non-federal funding sources represent 54.3% of the total costs associated with our proposed projects. Requested TIGER funds represent 45.7% of the total.

The Rosslyn Circle components of this application have completed review according to the National Environmental Policy Act of 1969, as amended (NEPA). The project received a Programmatic Categorical Exclusion on July 5, 2010, in accordance with agreement VA-01, approved by the FHWA on December 29, 2004.

The Army Navy Drive project was identified by FHWA as a mitigating project for its 14th Street Bridge EIS. This may adequately fulfill NEPA documentation requirements for this aspect of the project. However, should it be determined that additional NEPA actions are necessary, Arlington is prepared to move to quickly satisfy them upon successful award of TIGER funding. The project as proposed in this application meets the definition of projects defined in: 23 CFR 771.117 C(3) Construction of bicycle and pedestrian lanes, paths, and facilities. Therefore, we believe a CE under 23 CFR 771.117 C is an appropriate level of NEPA analysis for this project, and we anticipate submitting a CE request to the appropriate modal administration once analysis has been completed, if necessary.

As project owner, Arlington County certifies it will comply with all wage rate requirements and other applicable provisions of the United States Code, Subchapter IV of Chapter 31 of Title 40.

As part of project implementation, Arlington County will comply with all applicable federal, state and local permitting requirements.

We look forward to partnering with TPB in this exciting effort.

Sincerely,

A handwritten signature in black ink, appearing to read "D. M. Leach".

Dennis Leach
Director of Transportation
Arlington County, Virginia

**GOVERNMENT OF THE DISTRICT OF COLUMBIA
DEPARTMENT OF TRANSPORTATION**



d. Office of the Director

March 13, 2012

The Honorable Muriel Bowser, Chairperson
National Capital Region Transportation Planning Board
Metropolitan Washington Council of Governments
777 North Capitol Street, N.E., Suite 300
Washington, DC 20002-4290

Dear Chairperson Bowser:

The District Department of Transportation (DDOT) on behalf of the Mayor of the District of Columbia (District) is pleased to join the National Capital Region Transportation Planning Board (TPB) as a joint applicant for discretionary grant funds available through the Transportation Investment Generating Economic Recovery (TIGER) Competitive Grant Program. As a joint applicant and owner of components of the grant request, the District and DDOT enthusiastically support this application, understand the obligation this role confers upon us and will cooperate at all levels in carrying out the activities to be supported by the TIGER grant. The District will be providing \$834,210 in local match. DDOT's match for the federal grant, at 20 percent, would come from the District's local highway trust fund, which is largely funded by fuel tax receipts. In recent years, the District, like other jurisdictions, has seen declines in fuel tax receipts, but the District Government has indicated and demonstrated a willingness to direct other funds to the local highway trust fund if shown that such funds are essential to qualify for available federal transportation grants.

The DDOT project identified for implementation through this program will redesign 1st Place NE and Galloway Street NE in the District of Columbia to improve circulation and make the infrastructure around the Fort Totten Metrorail station safe and accessible for all modes. This project was initiated by DDOT to improve access and circulation for the confluence of pedestrians, bicyclists, buses, and vehicles at the Fort Totten Metrorail station. The final study report recommends pedestrian improvements including building missing sidewalk linkages, expanding some sidewalks to accommodate bicyclists, relocating crosswalks to safe locations, adding secure bike parking, and improving lighting. There are several major infrastructure

changes occurring in the area, including a planned intersection reconfiguration at Riggs Road NE and South Dakota Avenue NE. Additionally, several major real estate developments are in various stages of planning and construction in the immediate vicinity that will result in notable increases of residential and commercial densities. These and other projects underscore the need to provide safe and efficient multimodal traffic circulation in the project study area.

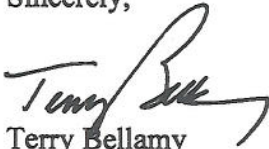
The proposed project is complying with the National Environmental Policy Act (NEPA) and has been approved as a Categorical Exclusion (CE) per 23 CFR 771.117. Under the FHWA “Environmental Impacts and Related Procedures” as described in 23 CFR 771.117 d(2), safety and traffic operations improvement projects, such as the proposed project for this application, meets the criteria to be classified as a CE under NEPA (40 CFR 1508.4 and 23 CFR 771.117a).

As project owner, DDOT certifies it will comply with all wage rate requirements and other applicable provisions of the United States Code, Subchapter IV of Chapter 31 of Title 40.

As part of project implementation, DDOT will comply with all applicable federal, state, and local permitting requirements. The proposed project location is entirely within DDOT right-of-way and DDOT anticipates that few permits will be required. DDOT will identify and obtain all required permits in accordance with our standard construction management procedures required for all capital construction projects in the District of Columbia.

We look forward to partnering with the TPB in this exciting effort.

Sincerely,



Terry Bellamy
Director

Attachment: Grant Application



DEPARTMENT OF TRANSPORTATION

Isiah Leggett
County Executive

Arthur Holmes, Jr.
Director

March 9, 2012

The Honorable Todd Turner, Chair
National Capital Region Transportation Planning Board
Metropolitan Washington Council of Governments
777 North Capital Street, NE, Suite 300
Washington, DC 20002-4290

Dear Chairman Turner:

As a member of the National Capital Region Transportation Planning Board (TPB), the Metropolitan Planning Organization (MPO) for the Washington region, Montgomery County has worked with the MPO staff on the development of the TIGER IV Forest Glen Metro Access project grant submitted for the Washington region by the TPB. This application was approved by the TPB for submittal to the U.S. Department of Transportation. Montgomery County enthusiastically supports the grant application.

The intersection of Georgia Avenue and Forest Glen Road is one of the most congested intersections located adjacent to a WMATA subway station in the Washington Metropolitan Area. Construction of an underground passageway or bridge that separates pedestrians accessing the station from on-street traffic will make it safer and more inviting for pedestrians and bicyclists to access the Forest Glen Metro Station. In addition to the tunnel or bridge, the project includes the construction of one elevator to connect the street level directly to the mezzanine of the Forest Glen Metrorail Station to improve access for persons with disabilities, as well as the establishment of bikeshare stations at the Forest Glen Metrorail Station, Holy Cross Hospital and the surrounding areas.

The Forest Glen Metro Access project is a clear priority for Montgomery County. Project planning is funded in the Montgomery County Capital Improvement Program and is underway. The Total TIGER request is for \$10,440,000, 67 percent of the project cost of \$15,555,000. The local match from Montgomery County is \$5,111,000 million, 33 percent of the project cost. This local match will be funded by bonds programmed in the Montgomery County Capital Improvement Project "State Transportation Participation - No. 500722." Easements for bikesharing stations will be provided by Holy Cross Hospital, WMATA, and other property owners. Montgomery County will be responsible for Bikesharing operating and maintenance costs. WMATA will be responsible for the operation and maintenance of the underpass or bridge and the elevator.

Office of the Director

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

Located one block west of the Rockville Metro Station

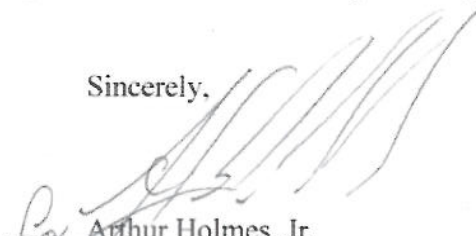
The Honorable Todd Turner
March 9, 2012
Page 2

The project as proposed in this application meets the definition of project defined in: 23 CFR 771.117 C (3) Construction of bicycle and pedestrian lanes, paths and facilities. Therefore, we believe a CE under 23 CFR 771.117 C is an appropriate level of NEPA analysis for this project, and we anticipate submitting in summer 2012 a Categorical Exclusion request to the appropriate modal administration.

As part of project implementation, Montgomery County will comply with all applicable Federal, State, and local permitting requirements. As with all capital construction projects in Montgomery County, all applicable Federal, State and local permits will be identified and obtained in accordance with our standard construction management procedures.

As shown in the attached project description form for the "State Transportation Participation project, the local match for the Forest Glen Metro Access project has already been approved by the County Executive, and by resolution of the County Council. I sign this letter noting this County Executive and Council Approval as part of the implementation of the Montgomery County Capital Improvement Program. We look forward to partnering with TPB in this exciting effort.

Sincerely,



for Arthur Holmes, Jr.
Director

AH:tt

Attachment

State Transportation Participation -- No. 500722

Category
Subcategory
Administering Agency
Planning Area

Transportation
Roads
Transportation
Countywide

Date Last Modified
Required Adequate Public Facility
Relocation Impact
Status

April 06, 2011
Yes
None.
On-going

EXPENDITURE SCHEDULE (\$000)

Cost Element	Total	Thru FY10	Rem. FY10	Total 6 Years	FY11	FY12	FY13	FY14	FY15	FY16	Beyond 6 Years
Planning, Design, and Supervision	415	415	0	0	0	0	0	0	0	0	0
Land	0	0	0	0	0	0	0	0	0	0	0
Site Improvements and Utilities	0	0	0	0	0	0	0	0	0	0	0
Construction	11,249	11,249	0	0	0	0	0	0	0	0	0
Other	73,811	19,977	0	49,411	8,188	16,292	17,681	7,250	0	0	4,423
Total	85,475	31,641	0	49,411	8,188	16,292	17,681	7,250	0	0	4,423

FUNDING SCHEDULE (\$000)

G.O. Bonds	5,881	0	0	1,458	1,000	0	0	458	0	0	4,423
Impact Tax	100	0	0	100	100	0	0	0	0	0	0
Revenue Bonds: Liquor Fund	65,031	17,178	0	47,853	7,088	16,292	17,681	6,792	0	0	0
State Aid	14,463	14,463	0	0	0	0	0	0	0	0	0
Total	85,475	31,641	0	49,411	8,188	16,292	17,681	7,250	0	0	4,423

DESCRIPTION

This project provides for the County's participation for the funding of State and Washington Metropolitan Area Transit Authority (WMATA) transportation projects that will add transportation capacity to the County's network, reduce traffic congestion in different areas of the County, and provide overall benefits to the public at large. Major projects to be funded will be selected from the most recent Joint priority letter signed by the County Executive and the President of the County Council and submitted to the County's Delegation in Annapolis, Maryland.

JUSTIFICATION

Montgomery County, as part of the Washington Region, has the third highest level of traffic congestion in the Nation. State roads carry the heaviest traffic volumes in the County; and the State has made it clear that the Transportation Trust Fund has not been growing at a rate that will allow them to complete major projects in the near future. Therefore, in order to directly address the congestion problems in Montgomery County, the County will participate in the construction of State projects; to improve the quality of life for our residents, eliminate or reduce delays at major bottlenecks in our transportation system, improve safety, and improve air quality in the immediate vicinity of the projects.

OTHER

Through FY09 the County contributed \$31.225 million to the State for:

- Acceleration of construction of MD 355/Montrose Parkway interchange (\$14.463 million)
- Design of the I-270/Watkins Mill Road interchange (\$2.4 million)
- Design of the MD97/Randolph Road interchange (\$14.362 million).

An additional commitment of \$26.83 million is included in the MOU's with the State for:

- Design of the Watkins Mill Road Bridge over I-270 (\$2.5 million)
- Phase II of the MD355 interchange connecting to Montrose Parkway East (\$9.0 million)
- Preliminary engineering for the Viers Mill Road Bus Rapid Transit (BRT) between Wheaton and Rockville (\$6.0 million)
- Preliminary engineering for improvements to MD97 from Forest Glen through Montgomery Hills (\$3.0 million)
- 50% of the design and construction costs of several intersection improvements (\$6.447 million).

The project also includes:

- Funding for the design and environmental analysis of the MD355 crossing associated with BRAC currently underway (\$880,000)
- Engineering design of a pedestrian tunnel beneath Georgia Avenue from the Forest Glen Metro Rail Station (\$2.0 million).

FY12 MOU's are under development by the State for:

- Final design and land acquisition of the Brookville Bypass (\$10.0 million)
- Preliminary engineering for the Georgia Avenue busway between Olney and the Glenmont Metro Rail Station (\$5.0 million).
- Design and Right-of-way acquisition and utility relocation for MD124 between Mid-County Highway and Airpark Road (\$5.0 million).

FISCAL NOTE

Amend expenditure and funding schedule to align with current MOU agreements with the State.

\$14,463,000 was originally advanced by the County to the State for the MD355/Montrose Parkway interchange. The County received reimbursement from the

APPROPRIATION AND EXPENDITURE DATA	COORDINATION	MAP																																							
<table border="1"> <tr> <td>Date First Appropriation</td> <td>FY07</td> <td>(\$000)</td> </tr> <tr> <td>First Cost Estimate</td> <td>FY11</td> <td>85,475</td> </tr> <tr> <td>Current Scope</td> <td></td> <td></td> </tr> <tr> <td>Last FY's Cost Estimate</td> <td></td> <td>85,475</td> </tr> <tr> <td>Appropriation Request</td> <td>FY12</td> <td>6,477</td> </tr> <tr> <td>Supplemental Appropriation Request</td> <td></td> <td>0</td> </tr> <tr> <td>Transfer</td> <td></td> <td>0</td> </tr> <tr> <td>Cumulative Appropriation</td> <td></td> <td>74,575</td> </tr> <tr> <td>Expenditures / Encumbrances</td> <td></td> <td>31,671</td> </tr> <tr> <td>Unencumbered Balance</td> <td></td> <td>42,904</td> </tr> <tr> <td>Partial Closeout Thru</td> <td>FY09</td> <td>0</td> </tr> <tr> <td>New Partial Closeout</td> <td>FY10</td> <td>0</td> </tr> <tr> <td>Total Partial Closeout</td> <td></td> <td>0</td> </tr> </table>	Date First Appropriation	FY07	(\$000)	First Cost Estimate	FY11	85,475	Current Scope			Last FY's Cost Estimate		85,475	Appropriation Request	FY12	6,477	Supplemental Appropriation Request		0	Transfer		0	Cumulative Appropriation		74,575	Expenditures / Encumbrances		31,671	Unencumbered Balance		42,904	Partial Closeout Thru	FY09	0	New Partial Closeout	FY10	0	Total Partial Closeout		0	<p>Maryland State Highway Administration Developers Maryland-National Capital Park and Planning Commission Montgomery County Fire and Rescue Service Washington Metropolitan Area Transit Authority</p>	<p>The map shows the outline of Montgomery County with a network of roads. Major roads are labeled with numbers: 27, 124, 166, 109, 117, 28, 124, 166, 109, 117, 28, 124, 166, 109, 117, 28. A scale bar at the bottom right indicates 0, 1, 2, 3 miles.</p>
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New Partial Closeout	FY10	0																																							
Total Partial Closeout		0																																							

State Transportation Participation -- No. 500722 (continued)

State in FY10.

\$2,000,000 of State Aid programmed in FY11 has been moved to the Traffic System Signal Modernization project (No. 500704) with repayment to this project in FY17.

OTHER DISCLOSURES

- The Executive asserts that this project conforms to the requirements of relevant local plans, as required by the Maryland Economic Growth, Resource Protection and Planning Act.



Rushern L. Baker, III
County Executive

PRINCE GEORGE'S COUNTY GOVERNMENT



Department of Public Works and Transportation
Office of the Director



March 9, 2012

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

Dear Chair Turner:

On behalf of the Prince George's County Department of Public Works and Transportation (DPW&T), I am pleased to support the Pedestrian Safety Measures for the New Carrollton Metro Station Project for inclusion in the TIGER III Discretionary Grants application. Prince George's County strongly supports the safety and accessibility benefits of this project.

The New Carrollton Metro Station is currently Prince George's County's only full-service intermodal transportation center. As such, it provides the region with an excellent opportunity to transform the New Carrollton Metro Station into a premier, high-intensity and livable urban center that is a regional transit-oriented destination featuring a walkable and transit friendly environment. Toward that end, the 2010 New Carrollton Approved Transit District Development Plan (TDDP) and Transit District Overlay Zoning Map Amendment included planning concepts, recommendations, and implementation steps stemming from the recommendations of the 2004 New Carrollton Transit-Oriented Development Strategy Planning Study, proposed public infrastructure investment recommendations provided by the Urban Land Institute Technical Assistance Panel convened in July 2007, and an extensive public outreach program that included intensive hands-on workshops. Subsequent to the approval of the Plan, Prince George's County's Maryland-National Capital Park and Planning Commission (M-NCPPC), through the Washington Metropolitan Council of Governments Transportation Planning Board (MWCOTG-TPB), approved the 2010 Transportation Land-Use Connection (TLC) Study for the New Carrollton Metro Station area that provided a tool box of 29 recommended capital improvements.

After a careful and exhaustive review, this grant request calls for implementation of several of the initial TLC study proposals. Included are the installation of sidewalk and crossing improvements and signal timing changes, as identified in the TLC Study, and the pedestrian and bicycle recommendations of the 2010 TDDP around the New Carrollton Metro Station, which will assist the County in attracting future economic development to this area. Further, the New Carrollton Metro Station is the Number 1 identified Transit Oriented Development (TOD) priority in the County. Ensuring that it is a safe pedestrian and bicycle friendly environment is critical to enhancing existing transit infrastructure and compounding its value as a TOD.

Inglewood Centre 3
(301) 883-5600

9400 Peppercorn Place, Suite 300
FAX (301) 883-5709

Largo, Maryland 20774
TDD (301) 985-3894

The Honorable Todd Turner, Chair
March 9, 2012
Page 2

The Prince George's County Executive and other elected and appointed officials are very proud that the Governor announced that the Department of Housing and Community Development will be relocating to New Carrollton. The County has been working vigorously with WMATA, State and private bidders on a request for qualifications regarding the potential for developing both the North and South parcels of the New Carrollton Metro Station. With all of these exciting elements taking shape, it is even more important for vital safety infrastructure to be improved and in place, as well as to ensure the safest community possible, all of which will result in the greatest potential for economic development at this critical time.

The total project costs to provide the needed safety improvements surrounding the New Carrollton Metro Station are \$575,424, which includes design and construction. In these challenging economic times, we are pleased that Prince George's County has identified a \$172,627 local match for this project to improve our transportation system and support the request for \$402,797 as part of the TIGER III application. We support the inclusion of Pedestrian Safety Measures for the New Carrollton Metro Station into this vital grant application, which will help to foster economic development, regional equity and balance, reduce congestion, enhance safety, and generate a healthier, more vibrant and walkable community for all.

Should you have questions or comments regarding this project, please contact Victor Weissberg of my staff at 301.883.5600 or via email at vweissberg@co.pg.md.us.

Sincerely,



Haitham A. Hijazi, Ph.D., P.E.
Director

cc: Ronald Kirby, Director of Transportation, MWCOG
The Honorable Eric Olson, Member, Transportation Planning Board
The Honorable Scott York, First Vice Chair, Transportation Planning Board
Carla A. Reid, Deputy Chief Administrative Officer
Aubrey Thagard, Assistant Deputy Chief Administrative Officer
Donald A. Halligan, Director, Office of Planning and Capital Programming, MDOT
Lyn Erickson, Manager, Office of Planning and Capital Programming, MDOT
Michael Nixon, Manager, Office of Planning and Capital Programming, MDOT
Andre' Issayans, Deputy Director, Prince George's County, DPW&T
Victor Weissberg, Special Assistant to the Director, Prince George's County, DPW&T

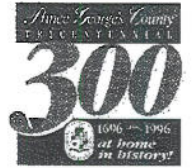


Rushern L. Baker, III
County Executive

PRINCE GEORGE'S COUNTY GOVERNMENT



Department of Public Works and Transportation
Office of the Director



March 9, 2012

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

Dear Chair Turner:

Serving in my capacity as the Director of the Prince George's County Department of Public Works and Transportation (DPW&T), I am pleased to support the inclusion of Prince George's County's West Hyattsville Access Project into the Metropolitan Washington Council of Governments application for the TIGER III Discretionary Grants application. This project is very important to Prince George's County, as it will support the upgrade to and construction of "Green and Complete Roadway" elements designed to improve community safety, as well as enhance environmental benefits and access to commercial areas and the West Hyattsville Metro Station.

This project addresses key elements from WMATA's Access Improvements Study. Two of the elements from that Study included in this grant request are the completion of sidewalk gaps along Jamestown Road (heavily traveled by pedestrians walking along the shoulder), and a WMATA Secure Bike Parking Facility at the West Hyattsville Station.

The TIGER request for this project includes \$650,000 in construction costs, of which \$250,000 is for sidewalk installation along Jamestown Road, and \$400,000 for the construction of a WMATA Secure Bike Parking Facility. In addition, the County will fund \$37,500 for the design of Jamestown Road. In these challenging economic times, Prince George's County is proud that a 24% local match of the total project cost is provided.

Inglewood Centre 3
(301) 883-5600

9400 Peppercorn Place, Suite 300
FAX (301) 883-5709

Largo, Maryland 20774
TDD (301) 985-3894

New Carrollton JV, LLC
c/o Urban-Atlantic Development
Suite 600
7735 Old Georgetown Road
Bethesda, Maryland 20814

February 13, 2012

Mr. Victor Weissberg
Special Assistant to the Director
Department of Public Works & Transportation
9400 Peppercorn Place
Suite #300
Upper Marlboro, MD 20774

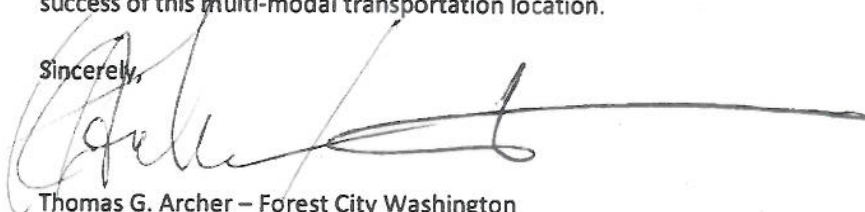
Dear Mr. Weissberg:

Thank you for forwarding your application for the Tiger Grant for bicycle/pedestrian improvements at the New Carrollton Metro Station.

As you know the team comprised of Urban Atlantic, Forest City Washington and The NAI Michael Companies has been selected as the master planner / developer for the site. We agree that no other site in the metro area or the state has the attributes that this site offers and with proper planning this station can become the hallmark of Transportation Oriented Development in the country. Of course, proper planning includes providing for and facilitating regional access but just as important is establishing methods to facilitate access from the neighboring communities. As such, we agree that a walkable and bicycle-friendly community is of the utmost importance to a multi-modal transportation hub such as New Carrollton. Enhanced signage, facilities for bicycles and sidewalk improvements will contribute to pedestrian environment and permeability so that close-in and regional circulation can be enhanced.

We're delighted to support your efforts and agree that your suggestions will contribute to the long-term success of this multi-modal transportation location.

Sincerely,

A handwritten signature in black ink, appearing to read 'Tom Archer', with a long horizontal flourish extending to the right.

Thomas G. Archer – Forest City Washington
Dan McCabe – Urban Atlantic



SHARON BULOVA
CHAIRMAN

COMMONWEALTH OF VIRGINIA
County of Fairfax
BOARD OF SUPERVISORS

12000 GOVERNMENT CENTER PKWY
SUITE 530
FAIRFAX, VIRGINIA 22035-0071
TELEPHONE: 703/324-2321
FAX: 703/324-3955
TTY: 711

chairman@fairfaxcounty.gov

February 29, 2012

The Honorable Ray LaHood
Secretary
United States Department of Transportation
1200 New Jersey Avenue, SE
Washington, DC 20590

Dear Secretary LaHood:

I am writing in support of Metropolitan Washington Council of Governments' (COG) FY 2012 TIGER Discretionary Grant Program Application. I strongly support the multimodal capital improvement projects identified in the application. These projects will enhance non-motorized access to transit stations throughout the region including Virginia Railway Express stations in Fairfax County.

The Fairfax County Board of Supervisors is committed to encouraging mixed use, transit-oriented development. In order for this development to succeed, pedestrians and bicyclists must have safe and convenient access to transit. The projects in this application are a very cost-effect approach to increased pedestrian and bicycle mode share by providing pedestrian and bicycle facilities including bicycle parking and storage.

In 2006 the Board of Supervisors unanimously supported the comprehensive bicycle initiative, which included development of the first bicycle route map of the county, bike racks on all Fairfax Connector buses, on-road bike routes on several roadways, and the development of the Tysons and Countywide Bicycle Master Plans.

This application meets the goals of the TIGER program by supporting affordable and environmentally sustainable modes of transportation. With the implementation of new bicycle infrastructure in the District of Columbia and Northern Virginia and the success of the Capital Bikeshare system, the National Capital area has become a leader in demonstrating the feasibility of using bicycles to supplement transit. The projects in this application will build on that success and be a showcase to the rest of the country.

Sincerely,

Sharon Bulova



County of Fairfax, Virginia

To protect and enrich the quality of life for the people, neighborhoods and diverse communities of Fairfax County

February 29, 2012

Mr. Todd Turner
Chair, National Capital Region Transportation Planning Board
777 North Capitol Street, NE
Suite 300
Washington, DC 20002

Dear Chairman Turner:

Fairfax County is pleased to partner with the Virginia Railway Express (VRE) in joining the National Capital Region Transportation Planning Board (TPB), the metropolitan planning organization (MPO) for the Washington region, as a joint applicant of the U.S. Department of Transportation's FY2012 Transportation Investment Generating Economic Recovery (TIGER) Discretionary Grant Program.

Fairfax County is committed to improving non-motorized transportation options. In 2006, the Board of Supervisors unanimously supported the County's comprehensive bicycle initiative, a program designed to make Fairfax County bicycle friendly and safe. As part of this program, efforts are being made to improve and expand bicycle parking at our park-and-ride lots, Metrorail stations, and Virginia Railway Express stations. This grant application will provide funding to expand and improve bicycle parking at three of the VRE facilities within the County; Rolling Road, Backlick Road, and Franconia-Springfield. The addition of these improvements will address growing demand for safe and secure bike parking.

Subject to appropriation by the Fairfax County Board of Supervisors at the time that the grant is awarded, the County will provide the local match to implement these improvements at the three defined locations within Fairfax County.

We look forward to partnering with the Virginia Railway Express and Transportation Planning Board in this exciting project. If you have any questions or need additional information, please call Charlie Strunk, our Bicycle Program Coordinator at (703) 877-5600, or me at (703) 877-5663.

Sincerely,

Tom Biesiadny
Director

Fairfax County Department of Transportation
4050 Legato Road, Suite 400
Fairfax, VA 22033-2895
Phone: (703) 877-5600 TTY: 711
Fax: (703) 877 5723
www.fairfaxcounty.gov/fcdot





Corey A. Stewart
Chairman

COUNTY OF PRINCE WILLIAM

1 County Complex Court, Prince William, Virginia 22192-9201
(703)792-4640 Metro (703) 631-1703 cstewart@pwcgov.org

BOARD OF COUNTY SUPERVISORS

Corey A. Stewart, Chairman
Martin E. Nohe, Vice Chairman
Maureen S. Caddigan
Peter K. Candland
W.S. Wally Covington III
John D. Jenkins
Michael C. May
Frank J. Principi

February 27, 2012

Mr. Todd Turner
Chair, National Capital Region Transportation Planning Board
777 North Capitol St., NE
Suite 300
Washington, DC 20002

Dear Chairman Turner:

Prince William County is pleased to partner with the Virginia Railway Express (VRE) in joining the National Transportation Planning Board (TPB), the metropolitan planning organization for the Washington, DC region, as a joint applicant of the FY2012 Transportation Investments Generating Economic Recovery (TIGER) Discretionary Grant Program.

Prince William County supports the region's TIGER grant application and the opportunity it presents to improve non-motorized access for residents and visitors to the region's commuter and Metrorail stations via a healthy, non-polluting and affordable transportation option. Specifically for VRE stations within the County, the addition of bicycle lockers expands upon existing station bicycle amenities and satisfies an unmet need identified by the bicycle community which the County and VRE have been unable to address through existing funding programs. The project is a clear priority for the County which will be providing the 20% local match to implement the lockers at VRE stations within Prince William County. In cooperation with VRE, Prince William County will assist VRE in carrying out those activities and project components identified in the TIGER grant application for which the County is responsible.

We look forward to partnering with VRE and the TPB in this exciting effort.

Sincerely,

Corey A. Stewart



March 9, 2012

Chairman Todd Turner
National Capital Region Transportation Planning Board
777 N. Capitol Street, NE
Suite 300
Washington, DC 20002

Dear Chairman Turner:


The Washington Metropolitan Area Transit Authority (WMATA) is pleased to submit this letter of support to the National Capital Region Transportation Planning Board's application for TIGER Program grant funds.

The purpose of the application is to fund the construction of pedestrian and bicycle improvements that provide access to rail stations. WMATA actively promotes walking and biking as a cost-effective way for customers to access the transit system. Last year, WMATA's Board of Directors adopted goals for the agency to increase the number of patrons who arrive at Metrorail stations by walking or biking. This project supports this vision by improving the walking and biking environment around a number of WMATA's stations.

WMATA also recognizes the many other benefits that walking and bicycling offers in terms of reduced motorized vehicle congestion, improved air quality and promoting physical health. Furthermore, improving bicycle and pedestrian access to rail stations provides lower income citizens in the Washington region with an inexpensive and on-demand way to complete a trip that otherwise might cost them more in time and/or money.

Overall, the project will make the region more livable and promote balanced growth near transit. We look forward to participating in its implementation.

Sincerely,



Richard Sarles
General Manager and
Chief Executive Officer

Washington
Metropolitan Area
Transit Authority

600 Fifth Street, NW
Washington, DC 20001
202/962-1234

By Metrorail:
Judiciary Square—Red Line
Gallery Place-Chinatown—
Red, Green and
Yellow Lines
By Metrobus:
Routes D1, D3, D6, P6,
70, 71, 80, X2

A District of Columbia,
Maryland and Virginia
Transit Partnership

Coalition for Smarter Growth, Piedmont Environmental Council
Sierra Club - Virginia Chapter, Sierra Club - Montgomery County Maryland

March 9, 2012

Secretary Ray LaHood
U.S. Department of Transportation
1200 New Jersey Ave, SE
Washington, DC 20590

Re: 2012 TIGER Grants - National Capital Region Transportation Planning Board Application

Dear Secretary LaHood:

We are writing to offer our strongest possible endorsement of the National Capital Region Transportation Planning Board's 2012 TIGER discretionary grant application. The National Capital Region Council of Governments and Transportation Planning Board have demonstrated impressive regional cooperation and coordination and have adopted a regional vision focused on transit and transit-oriented development. The region, linking urban, suburban and rural jurisdictions in DC, Maryland and Virginia, has the potential to become a national model for sustainable, efficient land use and multimodal transportation.

Our region has achieved remarkable success with transit-oriented development, which allows us to grow while reducing per capita vehicle miles traveled and vehicle trips. However, many of our Metro stations still lack safe pedestrian and bicycle access and our park and ride lots at the stations are filled to capacity. Analysis by Metro indicates that significant transit ridership gains can be achieved at lower public cost through the provision of better walking and bicycling facilities including sidewalks, bike lanes and trails, bicycle parking, wayfinding and other measures. Where we have created more walkable and bike friendly environments we have seen these transportation modes boom.

A 2012 TIGER grant to the National Capital Region for this project would offer "bang for the buck," capitalizing on the progress to date and resulting in immediate and tangible mode share gains for transit, walking and bicycling, particularly in the peak hour. The package of projects

directly addresses the goals of the TIGER program to create transportation choices, build livable communities, and cost-effectively implement multi-modal transportation solutions.

Our organizations, who have worked for better transportation and land use planning in the Washington DC region, can say with certainty that investing in this project for this region could not be more timely and can be a model for the role that TIGER grants can play in achieving cost-effective and sustainable transportation solutions.

Thank you,

Sincerely,

A handwritten signature in black ink, appearing to read "Stewart Schwartz". The signature is fluid and cursive, written in a professional style.

Stewart Schwartz
Executive Director
(certifying the following sign-ons)

Chris Miller
President
Piedmont Environmental Council

David Dickson
Program Manager
Sierra Club, Virginia Chapter

Alvin Carlos
Chair
Sierra Club, Montgomery County, MD



WASHINGTON AREA BICYCLIST ASSOCIATION

2599 Ontario Rd. NW
Washington, DC 20009
P: 202.518.0524 F: 202.518.0936

WWW.WABA.ORG

March 9, 2012

Secretary Ray LaHood
United States Department of Transportation
1200 New Jersey Ave., SE
Washington, DC 20590

Dear Secretary LaHood:

Thank you for your continued support of multimodal transportation choices. We are writing to request your support for the National Capital Region Transportation Planning Board's (TPB) FY 2012 TIGER discretionary grant application. The TPB is the Metropolitan Planning Organization for the National Capital Region, representing urban, suburban, and exurban local governments, and has developed a comprehensive package of region-wide multimodal improvements.

The TPB's proposal would improve bicycle and pedestrian infrastructure throughout the region, with a focus on improving access to Metrorail and regional mass transit stations. Although our region has a more extensive Metrorail system than many urban centers, too many of the stations do not have safe or convenient access to nearby neighborhoods. The TPB's application would link neighborhoods to transit hubs with a comprehensive suite of cycle tracks and paths, sidewalks, lighting, bikeshare stations, wayfinding, and bike parking. By improving non-motorized access to existing transit stations, the TPB's proposal would improve transit, pedestrian, and bike mode share in the most cost effective manner possible.

In addition to targeted pedestrian and bicycle infrastructure near Metrorail stations, the TPB's application includes multiuse trail projects to improve safety and expand non-motorized capacity at two of the busiest locations in the urban core. Construction of a cycle track near Army Navy Drive, in proximity to three Metrorail stations, will provide non-motorized access in a corridor that now is unsafe for pedestrians and cyclists. Rebuilding the Rosslyn Circle Trail crossing will reduce the incidence of automobile/bike/pedestrian accidents and fix a choke point which is unsafe and inconvenient for trail users and automobile drivers alike.

This package of projects exemplifies the goals of the TIGER program: Creating transportation choices, building more livable communities, and identifying cost-effective, multimodal transportation solutions. The success of such improvements here in the nation's capital would serve as a model for other communities. We respectfully request your support for the TPB's application for this round of TIGER grants and appreciate your consideration.

Sincerely,

Shane Farthing
Executive Director

National Capital Region Transportation Planning Board

777 North Capitol Street, N.E., Suite 300, Washington, D.C. 20002-4290 (202) 962-3315 Fax: (202) 962-3202

MEMORANDUM

TO: Transportation Planning Board

FROM: Eric Randall
Department of Transportation Planning

SUBJECT: Regional Requests for TPB Endorsement of Federal Transit Administration (FTA) Discretionary Grant Applications

DATE: March 14, 2012

The TPB has received the following requests from jurisdictions and organizations in the Washington metropolitan area requesting endorsement in their applications for Federal Transit Administration discretionary grants. FTA discretionary grant applications require metropolitan planning organization endorsement to ensure that funded projects will be incorporated into long-range plans (i.e., the CLRP) and transportation improvement programs (i.e., the TIP).

1. WMATA – State of Good Repair
Three applications for improvements of the following:
 - Multi-modal transit center improvements - Electronic signage and bicycle improvements at a MD, DC and VA Rail Station or Transit Center;
 - Bus Garage improvements - Reconfigure Bladensburg bus garage bus bays for clean fuel articulated buses;
 - Energy/Water efficiency and ADA improvements at a MD and a VA bus garage.
2. WMATA – Clean Fuels
An application to remediate CNG pump pressure irregularity at Bladensburg bus garage.
3. WMATA – Bus Livability
An application to make improvements to bus stops in the District of Columbia, Maryland (Montgomery County, Prince George’s County, and City of Greenbelt), and Virginia (Arlington County and Prince William County). Funds will be used to make improvements, including prescribed combinations of improvements to sidewalks (accessibility), ramps, concrete pads, shelters, benches, trash receptacles, landscaping, lighting, bulb-outs, bus bays, static signage, and real-time signage. *Note: Revision of the 2010 application by WMATA, in partnership with the TPB and jurisdictions.*
4. Maryland Transit Administration / Charles County – State of Good Repair
Charles County, via the MTA, is submitting an application to replace twelve buses.

National Capital Region Transportation Planning Board

777 North Capitol Street, N.E., Suite 300, Washington, D.C. 20002-4290 (202) 962-3310 Fax: (202) 962-3202 TDD: (202) 962-3213

MEMORANDUM

March 15, 2012

TO: Transportation Planning Board

FROM: Ronald F. Kirby
Director of Transportation Planning

SUBJECT: Monitoring the Performance of the I-95 HOV/HOT Lanes Project

At the February 15 TPB meeting, a question was raised regarding who will monitor the performance of the I-95 HOV/HOT Lanes Project, and specifically if transit service on the facility will be negatively affected when it opens. This memorandum presents information on how to proceed to develop a scope to monitor the performance of the new HOV/HOT lanes facility .

The I -95 HOV/HOT lanes will be subject to Federal SAFETEA-LU regulations (23 U.S.C. 166(d) and (iii)) that states, in part, that a State agency that allows HOT vehicles on HOV lanes :

“shall certify to the Secretary that the agency will carry out the following responsibilities with respect to the facility:

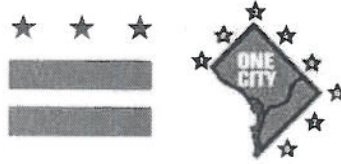
(A) Establishing, managing, and supporting a performance monitoring, evaluation, and reporting program for the facility that provides for continuous monitoring, assessment, and reporting on the impacts that the vehicles may have on the operation of the facility....

Periodically in the core program of the UPWP, the Regional HOV Monitoring Project collects vehicle volumes by time of day, vehicle classification and auto occupancy, transit passenger volumes, and travel times during the AM and PM peak periods on all HOV facilities in the region. This project includes I-95/I-395 from Triangle, Prince William County to the south end of the 14th Street Bridge in the District of Columbia as well as the HOV facilities on I-66, I-270 and Route 50. This monitoring data was last collected for I-95/I-395 in the Spring of 2010 and is scheduled to be collected next in the Spring of 2014. The passenger and vehicle volume data and travel times on the I-95 HOV lanes collected in Spring 2010 and Spring 2014 will provide a good performance baseline before the I-95 HOT lanes open (currently scheduled for 2015).

Additionally, in the proposed FY 2013 UPWP Virginia Technical Assistance Program there is a Travel Monitoring and Surveys Project which will develop a management plan to establish a continuous travel monitoring program for major commuting routes in Northern Virginia, with a goal of sampling each route on a 2-3 year cycle. Collected data and

analysis will include volume and occupancy data, travel time data, and other information needed to assess traffic operation and travel conditions on major commuter routes. The scope of work under this program is anticipated to include monitoring travel conditions / operations along I-95/I-395. This scope will consider the information that has been collected to date, the baseline data to be collected in Spring 2014, and the vehicle and passenger data and travel time and speed information that will be available from the private operator of the facility when it opens. Funding for the activities developed under this scope will be considered by VDOT and TPB staff during the annual development of the UPWP.

GOVERNMENT OF THE DISTRICT OF COLUMBIA
DEPARTMENT OF TRANSPORTATION



d. Policy, Planning and Sustainability Administration`

March 8, 2012

The Honorable Todd Turner, Chairperson
National Capital Region Transportation Planning Board
Metropolitan Washington Council of Governments
777 North Capitol Street, N.E., Suite 300
Washington DC 20002-4290

Dear Chairperson Turner:

The District Department of Transportation (DDOT) would like to applaud the Transportation Planning Board's efforts to use performance measures to identify challenges and potential near and long term strategies to address them in accord with the scope of work to develop a Regional Transportation Priorities Plan (RTPP). We feel that this is vitally important for the future of transportation in the region. We also believe that it is important to not only have measures that assess the performance of our transportation network, but also the connections of our transportation network to economic, health, and environmental outcomes in our region; and performance measures are essential for use in tracking our progress in these areas.

In an effort to further aid in development of performance measures for the TPB's RTPP, we provide the following comments:

- We agree with TPB staff's position that selecting the right performance measures may be one of the most challenging aspects of developing a RTPP.
- We also agree that it is important to limit the number of measures that are used in the RTPP process by selecting those that are most meaningful in evaluating the performance of our transportation network. However, we believe that good measures without currently available data shouldn't be discarded but that TPB should identify a data collection strategy.
- Many of the region's goals rely on a commitment to the concept of regional activity centers and directing growth and providing transit service to those areas. Many of the current activity centers are not near transit or are unlikely to be able to support transit in the foreseeable future. We in turn recognize the need to reconsider some of these existing activity centers and for identification of new/revised activity centers that better meet the goals of the region. We believe we need a robust and qualitative approach to identify activity centers that allow for comparison and evaluation across the region.
- TPB should ensure that the performance measures also reflect the changing nature of usage (e.g. the number of injuries or fatalities by mode should be scaled by the overall use of the mode).

- We believe there are other performance measures that should be considered by TPB staff. These include: metro and other rail transit track condition, emergency response times, miles of new bike lanes and percent of intersections with pedestrian signal heads.

We appreciate the opportunity to provide these comments and look forward to working with the TPB and TPB staff to develop the RTPP. Should you have questions regarding these comments, please contact Mark Rawlings at (202) 671-2234 or by e-mail at mark.rawlings@dc.gov.

Sincerely,



Samuel Zimbabwe
Associate Director, Policy, Planning and Sustainability Administration (PPSA)

cc: Council of the District of Council – Honorable Tommy Wells, Honorable Phil Mendelson and Honorable Muriel Bowser (via e-mail)
District Office of Planning – Harriet Tregoning and Art Rogers (via e-mail)
District Department of Transportation – Terry Bellamy, Eulois Cleckley and Mark Rawlings (via e-mail)

District of Columbia Office of Planning



Office of the Director

March 5, 2012

Ron Kirby
Metropolitan Washington Council of Governments
Transportation Planning Board
777 North Capitol St. NE, Suite 300
Washington, DC 20002

RE: Office of Planning's Collected Comments on Performance Measures for the TPB Regional Transportation Priorities Plan (RTPB)

Dear Mr. Kirby:

I would like to thank you and your staff for the work on the draft performance measures to evaluate the region's progress on the TPB Regional Transportation Priorities Plan. This letter contains the District of Columbia, Office of Planning's comments (OP) on the Performance Measures for the RTPB. OP believes it's important the measures should relate as closely as possible to the Region Forward 2050 Vision Plan endorsed by COG and its 21 local governments as well. The proposed performances measures are an excellent start, but OP proposes the following adjustments:

- Daily VMT Per Capita – Should be reported by jurisdiction. Our region's performance is ultimately dictated by the actions of the individual jurisdictions, therefore it should be reported that way to the greatest extent possible.
- Number of Jobs Accessible within 45 minutes – In order to identify where progress has been, or needs to be made, it is important to report this accessibility measure by mode.
- Morning Rush Hour Congestion – Is too often a byproduct of other factors, most notably a thriving economy (see Detroit for counter-example), to be a good measure of transportation service. However, if this measure is included, OP would recommend vehicle counts, which measure if overall demand is higher or lower on a given corridor, or if the congestion is a result of roadway infrastructure or traffic management issues.
- % Change in Car-Share Usage – TPB staff did not select this measure in the draft; however OP urges inclusion of this measure with slight tweaks. DCOP would change the measure to "% of population living within ¼ mile of a car sharing location". Including this performance measure would inform area governments of the number of people who have the option to forego car ownership. This is also a measure that local jurisdictions can act upon by dedicating curbside

parking spaces to car-sharing, thus expanding the percentage of the population which has this option.

- Street Block Density in Activity Centers – Street Block density is an easy proxy for a neighborhood’s walkability, but there are better measures. OP would recommend using a well-regarded 3rd party tool such as WalkScore to evaluate an activity center’s walkability. The metric could be phrased “Activity Centers with a WalkScore of 70 or above”.
- % of New Commercial Construction and New Households in Activity Centers – OP would recommend changing “Households” to “Housing Units”, which is a more broadly used criteria that dis-aggregates occupancy.
- Housing and Transportation Costs as % of Income in Activity Centers - OP strongly recommends adding transportation costs. Housing and transportation are the two largest costs in household budgets and perhaps the most meaningful to the general public. While housing costs are outside TPB sphere of influence, ensuring there are low cost transportation alternatives fits right within TPB’s mission. In addition, HUD is investigating developing a nationwide measure, which means the data would be readily available in the future.
- % of New Affordable Households in Activity Centers – OP would keep this performance measure, but also change “households” to “housing units”. This is one of the few metrics related to furthering the equity of housing stock across the region. Low income people are more likely to be transit dependent.
- % of Metro Escalators Available – OP would also include elevators in this performance measure, both escalators and elevators are important for system users.
- Number of Transportation Injuries and Fatalities (all modes) – OP believes it is imperative to normalize the data as a percentage of all trips by mode. (i.e. number of injuries per 100,000 rides, trips or passenger mile) If data can’t be normalized, it shouldn’t be included.
- Hours of Delay Per Person (All Vehicles) –OP would like to see a distinction between limited access ROW (rail/BRT), and mixed access (bus/streetcar, passenger vehicle). This is important because delay on a separated ROW can be attributed to equipment or management failures, while delay on mixed access ROW is often due to excessive demand bogging down the system. They are two very different concepts, and a distinction should be made.
- Transit On-Time reliability – This metric should be judged based on variance from predicted time of arrival based on standard operating conditions. (i.e. rush-hour travel times are longer than off-peak due to traffic, alighting volume, etc)
- Stormwater Runoff – OP recommends adding this since impervious road surface is the major contributor to untreated stormwater. All COG jurisdictions have regional commitments to improve water quality, and much can be done with built infrastructure to sequester stormwater and allow it to percolate into soils rather than flush into watershed.
- Number of Passengers Arriving at Region’s Airports – OP would like to include origin data for passengers in this metric.
- Number of Passengers Arriving by Inter-City Rail –OP believes that to maintain parity of choice between modes this metric, and the origin of passengers should be added.

In addition to the list of measure developed by TPB staff OP would recommend considering the following:

- Cost Recovery by Mode - OP would also include a Cost Recovery metric by mode that compares the percentage of costs of a given mode which are paid directly by users. Recognizing that it will take time to develop a cost recovery measure acceptable to all TPB jurisdictions, we would like to see a place holder for this measure until we reach agreement on methodology.

Thank you for the opportunity to provide comment. We look forward to working with you and TPB staff on incorporating these comments into the final performance measures.

Sincerely,



Harriet Tregoning
Director
DC Office of Planning

cc: Honorable Tommy Wells, Council of the District of Columbia
Terry Bellamy, District Department of Transportation
Art Rodgers, Office of Planning
William Handsfield, Office of Councilmember Mary Cheh

National Capital Region Transportation Planning Board

777 North Capitol Street, N.E., Suite 300, Washington, D.C. 20002-4290 (202) 962-3310 Fax: (202) 962-3202 TDD: (202) 962-3213

February 23, 2012

The Honorable Catherine Hudgins, Chair
Washington Metropolitan Area Transit Authority
Board of Directors
600 5th Street, NW
Washington, D.C. 20001

Subject: National Capital Region Transportation Planning Board (TPB) Access for All Advisory Committee Recommendations for the Next MetroAccess Business Model

Dear Supervisor Hudgins:

I am writing on behalf of the TPB Access for All Advisory Committee (AFA) to provide the Board of Directors with recommendations from the committee on the next MetroAccess business model. The AFA commends WMATA for hosting town hall meetings to gather feedback from consumers of the service and for considering new paratransit business models.

The AFA met on October 26, 2011 and January 26, 2012 to discuss the recommendations being transmitted in this letter. Since 2009, one of the AFA's priority recommendations to address MetroAccess service and costs has been to restructure the contract to a multi-year, multi-contract structure. This recommendation is based upon the TPB's Independent Review of MetroAccess in 2009.

The AFA continues to be concerned about timely, reliable and courteous MetroAccess service, as well as the increasing cost of paratransit services to both the user and WMATA. A multi-year, multi-contract structure ensures that a more stable and experienced workforce would contribute to better service and lower costs. This contract structure could also lessen the impact on customers when transitioning to new MetroAccess contract(s).

On December 1, 2011 the WMATA Board's Finance and Administrative Committee discussed an agenda item on the MetroAccess Business model.¹ The materials from this agenda item indicate that WMATA staff is strongly considering the paratransit business model that involves "Multiple Contractors with a Broker." However, such a model has not been tested in the U.S. and most major metropolitan areas use a multiple contract structure without a broker, including Seattle, Portland, OR, Denver, East Bay Paratransit, Houston, Dallas, Philadelphia, and Miami. The potential issue with using a broker is how independent that broker will be, especially if the broker operates service as well. A model without an independent broker, such as the single contractor model used by WMATA now, sets up a potential conflict of interest between the operator and the entity that monitors the service.

For these reasons, the AFA recommends that:

1. WMATA use the paratransit business model that other metropolitan areas have the most experience with: a multi-year, multi-contract structure without a broker, and does not

¹ WMATA Finance and Administration Committee. Information Item IV-A. December 1, 2011. "MetroAccess Business Model". http://www.wmata.com/about_metro/board_of_directors/board_docs/120111_4AMetroAccessBusinessModel.pdf

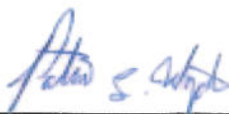
concentrate all responsibilities and operating functions in any one company. Another benefit to WMATA is that if one contractor fails to perform adequately, other contractors can expand to cover the shortfall.

2. WMATA hire the appropriate level of quality assurance staff to monitor the multiple contractors and ensure all ADA and contract requirements are being met; if the quality assurance function is contracted out, the contract should not operate any of the service.
3. The MetroAccess contract(s) should be structured in such a way to ensure clear lines of communication, reporting and responsibility between scheduling, dispatching, the call center and the transportation vendors.
4. If the "Multiple Contractor with a Broker" model is utilized, the contract should be written so that broker is truly independent of conflicting considerations and acts on behalf of Metro. The broker should not operate any MetroAccess service.
5. WMATA should not limit taxi usage in the new contract structure and take advantage of the lower costs and greater trip-assignment flexibility that taxis can provide compared to dedicated providers.²

The AFA looks forward to the joint meeting between WMATA's Accessibility Advisory Committee (AAC) and the AFA on March 5 to discuss these critical topics, and continued discussions about the challenges of providing accessible transportation to traditionally-disadvantaged population groups.

Thank you for your consideration of these concerns and recommendations.

Sincerely,



Patrick Wojahn
Chair, TPB Access for All Advisory Committee
City of College Park Councilmember

cc: Richard Sarles, General Manager
Carol Kissal, Chief Financial Officer
Christian Kent, Assistant General Manager, Department of Access Services
Patrick Sheehan, Chair, Accessibility Advisory Committee

² TCRP Report 121 "Toolkit for Integrating Non-Dedicated Vehicles in Paratransit Service" found ADA paratransit taxi costs to be approximately \$14.00 to \$16.00 per trip.



U.S. Department
of Transportation

Federal Transit Administration
Region III
1760 Market Street, Suite 500
Philadelphia, PA 19103
215-656-7100
215-656-7260 (fax)

Federal Highway Administration
DC Division
1990 K Street, N.W., Suite 510
Washington, DC 20006
202-219-3570
202-219-3545 (fax)

February 17, 2012

The Honorable Tom M. Turner, Chairman
National Capital Region Transportation Planning Board
c/o Mr. Ronald Kirby, Director of Transportation Planning
Metropolitan Washington Council of Governments
777 North Capital Street, NW, Suite 300
Washington, D.C. 20002-4201

Dear Chairman Turner:

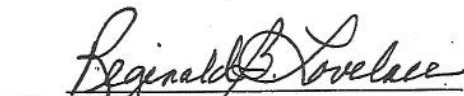
The Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) have completed our review of the 2011 Constrained Long Range Plan (CLRP) for the Washington Metropolitan Region.


The Environmental Protection Agency (EPA), in a letter to FHWA's District of Columbia Division dated February 13, 2012 for the review of the 1997 8-hour Ozone, Carbon Monoxide and Fine Particulate Matter (PM 2.5) conformity (enclosure), acknowledges its review and includes technical documentation that supports the conformity finding of the region's 2011 CLRP. It is our finding that the analytical results provided by the TPB to demonstrate conformity is consistent with EPA's Transportation Conformity Rule (40 CFR Part 93), as amended.

We find that the 2011 CLRP conform to the region's State Implementation Plans, and that the conformity determination has been performed in accordance with the Transportation Conformity Rule (40 CFR Part 93), as amended.

Any questions concerning this approval action should be directed to Sandra Jackson, of the FHWA District of Columbia Division, at (202) 219-3521 or Melissa Barlow, of the FTA DC Metropolitan Office, at (202) 219-3565.

Sincerely,


For Brigid Hynes-Cherin
Regional Administrator
Federal Transit Administration


Joseph C. Lawson
Division Administrator
Federal Highway Administration

Enclosure

cc: Maurice Keys,, District Department of Transportation, DDOT
Rene'e Hamilton, Northern Virginia District Office, VDOT
Kwame Arhin, FHWA Maryland Division
Ivan Rucker, FHWA Virginia Division
Edward Sundra, FHWA Virginia Division



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
REGION III
1650 Arch Street
Philadelphia, Pennsylvania 19103-2029

COPY

Mr. Joseph C. Lawson
Division Administrator
Federal Highway Administration,
District of Columbia Division
1900 K Street, NW, Suite 510
Washington, D.C. 20006-1103

FEB 13 2012

Dear Mr. Lawson:

The United States Environmental Protection Agency (EPA), Region III has reviewed the July 2011 amended 8-Hour Ozone, Carbon Monoxide, and Fine Particulate Matter (PM_{2.5}) Conformity Determination for the 2010 Constrained Long-Range Plan and the Fiscal Year 2011-2016 Metropolitan Washington Transportation Improvement Program (TIP) as adopted by the National Capital Region Transportation Planning Board (TPB) and submitted to us by the Federal Highway Administration (FHWA) on October 28, 2011. EPA has reviewed the Conformity Determination in accordance with the procedures and criteria of the Transportation Conformity Rule contained in 40 CFR part 93.

Our review of the conformity determinations for the Washington, D.C. Metropolitan Area indicates that the determinations meet the requirements of the Clean Air Act and the applicable regulations promulgated thereunder at 40 CFR part 93. Enclosed, please find EPA's detailed evaluation titled "Technical Support Document for the Review of the 1997 8-Hour Ozone, Carbon Monoxide, and 1997 Fine Particulate Matter (PM_{2.5}) Conformity Determinations of the Amended 2010 Constrained Long Range Plan and the Fiscal Year (FY) 2011-2016 Transportation Improvement Program for the Washington Metropolitan Region." It should be noted that in our technical support document, we are again deferring to the FHWA on the question of whether the Constrained Long-Range Plan and TIP are fiscally constrained. Therefore, our concurrence on the overall conformity determination is predicated upon FHWA determining that the Plan and TIP are fiscally constrained.

Please feel free to call Ms. Cristina Fernandez, Associate Director, Office of Air Program Planning at (215) 814-2178 or Mr. Martin Kotsch, at (215) 814-3335 to discuss this review.

Sincerely,

Diana Esher, Director
Air Protection Division

Enclosure



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
REGION III
1650 Arch Street
Philadelphia, Pennsylvania 19103

January 26, 2012

SUBJECT: Technical Support Document for the Review of the 1997 8-Hour Ozone, Carbon Monoxide, and 1997 Fine Particulate Matter (PM_{2.5}) National Ambient Air Quality Standard (NAAQS) Conformity Determination of the 2011 Constrained Long Range for the Washington Metropolitan Region

FROM:  Martin T. Kotsch (3AP30)

THRU: Cristina Fernandez, Associate Director
Office of Air Program Planning (3AP30)

TO: Administrative Record of the Environmental Protection Agency (EPA) Review of the 1997 8-Hour Ozone, Carbon Monoxide, and 1997 PM_{2.5} NAAQS Conformity Determination of the 2011 Constrained Long Range Plan

The purpose of this document is to review the November 2011, 1997 8-hour ozone, carbon monoxide, and 1997 PM_{2.5} NAAQS Conformity Determination of the 2011 Constrained Long Range Plan (CLRP) prepared by the Metropolitan Washington Council of Governments, National Capital Region Transportation Planning Board (TPB). The 2011 CLRP conformity determination was submitted to the EPA on January 12, 2012 by the District of Columbia Division of the United States Federal Highway Administration (FHWA).

The Metropolitan Washington, District of Columbia (DC) Area is a moderate 8-hour nonattainment area for the 1997 ozone NAAQS. For the 8-hour conformity analysis for ozone, under section 93.109 of the Federal conformity rule, the existing 1997 8-hour ozone standard reasonable further progress plan volatile organic compounds (VOCs) and nitrogen oxides (NOx) emission budgets for 2008 which EPA declared adequate on September 21, 2009 are applicable to the ozone conformity determinations. The area is also a carbon monoxide (CO) maintenance area with an emissions budget which requires a conformity determination.

The Metropolitan Washington, DC Area is a nonattainment area for 1997 PM_{2.5} annual standard. Since there are no current PM_{2.5} budgets, the TPB used its transportation model to develop the necessary vehicle miles traveled (VMT) and related emission factors to complete the conformity analysis and determination using the less than base year test.

The conformity determination was reviewed in accordance with the procedures and

criteria of the Transportation Conformity Rule, 40 CFR part 93, sections 93.102(b)(1), 93.102(b)(2)(iv), 93.102(b)(2)(v), 93.102(b)(3), 93.106, 93.108, 93.110, 93.111, 93.112, 93.113(b), 93.113(c), 93.118, and 93.119.

EVALUATION OF THE 2011 CLRP

GENERAL CRITERIA APPLICABLE TO THE CLRP

SECTION of 40 CFR Part 93	CRITERIA	Y/N	COMMENTS
93.106(a) (1)	Are the horizon years correct?	Y	The horizon years chosen, 2016, 2020, 2030, and 2040 represent appropriate horizon years for the 8-hour ozone, CO, and PM _{2.5} conformity determination. 2016 is within the first 5 years of the transportation plan.
93.110	<p>Is the conformity determination based upon the latest planning assumptions?</p> <p>(a) Is the conformity determination, with respect to all other applicable criteria in §93.111 - 93.118, based upon the most recent planning assumptions in force at the time of the conformity determination?</p> <p>(b) Are the assumptions derived from the estimates of current and future population, employment, travel, and congestion most recently developed by the Metropolitan Planning Organization (MPO) or other designated agency? Is the conformity determination based upon the latest assumptions about current and future background concentrations?</p>	Y	<p>(a) & (b) The conformity determination is based upon latest planning assumptions in force and approved by the TPB at the time of the determination. The assumptions include:</p> <p>1) Travel Demand Modeling Assumptions: - Use of newer Version 2.2 travel demand model process. -New travel forecasts incorporated.</p> <p>2) Emissions Model Assumptions: MOBILE6.2 modeled emissions factors were developed for years; 2016, 2020, 2030, and 2040 for all pollutants.</p> <p>3)Emissions Factor Assumptions -Enhanced I/M was assumed in DC, Maryland, Virginia. -Low emission vehicle program was modeled. (Maryland only) -No oxygenated fuels were assumed for wintertime. (all areas) -Tier 2 / low sulfur vehicle controls were modeled. (all areas)</p> <p>4) Vehicle Registration Data: 2005 data for Maryland, DC, and Virginia.</p>

	<p>(c) Are any changes in the transit operating policies (including fares and service levels) and assumed transit ridership discussed in the determination?</p> <p>(d) The conformity determination must include reasonable assumptions about transit service and increases in transit fares and road and bridge tolls over time.</p> <p>(e) Does the conformity determination use the latest existing information regarding the effectiveness of the Transportation Control Measures (TCMs) and other implementation plan measures which have already been implemented?</p> <p>(f) Are key assumptions specified and included in the draft documents and supporting materials used for the interagency and public consultation required by §93.105?</p>	<p>Y</p> <p>Y</p> <p>Y</p> <p>Y</p>	<p>5) Land Activity Assumptions (growth forecasts): In January, 2010 round 8.0 forecasts were added by the TPB for use in the conformity determination. As a result, household data as well as employment data have been updated. New growth figures between 2002 and 2040 used in this determination are shown below:</p> <p>-Household: 43% increase -Employment: 47% increase</p> <p>(c) Transit policies such as frequency and hours of operation were updated from the last conformity determination.</p> <p>(d) Transit ridership and services were adjusted to reflect increased fares from several providers within the affected region. No changes in bridge tolls are anticipated at this time. However revised highway tolls have been incorporated including the Inter County Connector project.</p> <p>(e) All of the TCMs listed in the previous 2005 1-Hour Ozone Attainment Plan for the Metropolitan Washington, DC area were implemented. The latest information regarding TCMs and other implementation plan measures effectiveness has been used.</p> <p>(f) Appendix A of the conformity determination provided the key assumptions for this conformity determination. This document and its earlier drafts were developed through the interagency and public consultation process detailed in Appendix C.</p>
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EVALUATION OF THE 2011 CLRP

GENERAL CRITERIA APPLICABLE TO THE CLRP

93.111	Is the conformity determination based upon the latest emissions model?	Y	This conformity determination used the mobile emissions model: MOBILE6.2, the latest EPA emissions model available to do the emissions analysis.
93.112	Did the MPO make the conformity determination according to the consultation procedures of the conformity rule or the state's conformity State Implementation Plan (SIP)?	Y	<p>Consultation procedures were followed in accordance with the TPB consultation procedures. These procedures are based on the procedures of the state Conformity SIP.</p> <p><u>Interagency Consultation</u> The TPB has consulted with all appropriate agencies. This includes the District of Columbia Department of the Environment, Maryland Department of the Environment, Maryland Department of Transportation, Maryland Office of Planning, Virginia Department of Environmental Quality, Virginia Department of Transportation, Federal Highway Administration, EPA, and county representatives of the counties of the Metropolitan Washington, DC area.</p> <p><u>Public Consultation</u> The TPB has provided opportunities for public comment on the Conformity Determination. On October 11, 2011, the TPB released for public comment for 30 days, the draft air conformity analysis for the TIP and CLRP. There were no comments relevant to air quality on the Conformity Determination.</p>

EVALUATION OF THE 2011 CLRP

SPECIFIC CRITERIA APPLICABLE TO THE CLRP

93.102(b)(2)(iv)	Has the EPA and the State made a finding that NO _x is an insignificant contributor to the direct mobile PM emissions or does any applicable implementation plan (or implementation plan submission) fail to establish an approved (or adequate) NO _x budget as part of a PM _{2.5} reasonable further progress, attainment or maintenance strategy?	N	NO _x is included in the PM emission analysis.
93.102(b)(2)(v)	Has the EPA or State made a finding that VOCs, Sulfur Oxides (SO _x) or Ammonia (NH ₃) as precursors are a significant contributor to the mobile PM emissions or has an applicable implementation plan (or implementation plan submission) established an approved (or adequate) budget for VOCs, SO _x or NH ₃ as part of a PM _{2.5} reasonable further progress, attainment or maintenance strategy?	N	VOCs, SO _x and NH ₃ as precursors are not included in the emissions analysis.

EVALUATION OF THE 2011 CLRP

SPECIFIC CRITERIA APPLICABLE TO THE CLRP

93.102(b)(3)	Has the EPA or the State made a finding that re-entrained road dust is a significant contributor to the PM mobile emissions or has an applicable implementation plan (or implementation plan submission) established an approved (or adequate) budget that includes re-entrained road dust as part of a PM _{2.5} reasonable further progress, attainment or maintenance strategy?	N	Re-entrained road dust is not included in the emissions analysis.
93.106(a) (2)(i)	Does the plan quantify and document the demographic and employment factors influencing transportation demand?	Y	Pages 16-18 of the conformity determination summarizes; population, employment, and households for the Metropolitan Washington, DC area. These forecasts were based upon the Round 8.0 forecast.
93.106(a) (2)(ii)	Is the highway and transit system adequately described in terms of the regionally significant additions or modifications to the existing transportation network which the transportation plan envisions to be operational in the horizon years?	Y	Appendix B of the conformity determination lists the projects and provides a description of the projects anticipated to be completed during the evaluation period of the conformity analysis.
93.108	Is the transportation plan fiscally constrained?	N/A	EPA is deferring to TPB and the States of Maryland and Virginia and the District of Columbia's transportation agencies who have determined that the plan is fiscally constrained.

93.113(b)	Are TCM's being implemented in a timely manner?	Y	All the TCMs listed in the Phase II Attainment Plan for the Metropolitan Washington, DC area were implemented. The latest information regarding TCMs and other implementation plan measures effectiveness has been used.																								
93.118	For areas with SIP Budgets: is the Transportation Plan consistent with the motor vehicle emissions budget(s) in the applicable SIP?	Y	<p>On April 4, 2005 (70 FR 16958) EPA approved the new CO maintenance plan for the Washington, D.C. metropolitan area. The mobile budgets contained therein are applicable to this conformity determination.</p> <p>On September 21, 2009, EPA declared adequate mobile emissions budgets for 2008 contained in the reasonable further progress plans for Maryland, Virginia, and the District of Columbia. Therefore, those mobile budgets are the applicable budgets to be used in this conformity determination. All three of these attainment mobile budgets are identical.</p> <p><u>2008 Mobile Budget: 2016 Analysis</u> tons/day (T/D)</p> <table data-bbox="867 940 1273 1024"> <tr> <td>70.8 T/D (VOC)</td> <td>41.7 T/D (VOC)</td> </tr> <tr> <td>159.8 T/D (NOx)</td> <td>64.6 T/D (NOx)</td> </tr> <tr> <td>1671.5 T/D (CO)</td> <td>515.0 T/D (CO)</td> </tr> </table> <p><u>2008 Mobile Budget 2020 Analysis</u></p> <table data-bbox="867 1092 1273 1176"> <tr> <td>70.8 T/D (VOC)</td> <td>35.9 T/D(VOC)</td> </tr> <tr> <td>159.8 T/D (NOx)</td> <td>43.7 T/D (NOx)</td> </tr> <tr> <td>1671.5 T/D (CO)</td> <td>496.0 T/D (CO)</td> </tr> </table> <p><u>2008 Mobile Budget 2030 Analysis</u></p> <table data-bbox="867 1268 1273 1352"> <tr> <td>70.8 T/D (VOC)</td> <td>34.3 T/D(VOC)</td> </tr> <tr> <td>159.8 T/D (NOx)</td> <td>31.9 T/D (NOx)</td> </tr> <tr> <td>1671.5 T/D (CO)</td> <td>507.2 T/D (CO)</td> </tr> </table> <p><u>2008 Mobile Budget 2040 Analysis</u></p> <table data-bbox="867 1444 1273 1528"> <tr> <td>70.8 T/D (VOC)</td> <td>36.9 T/D(VOC)</td> </tr> <tr> <td>159.8 T/D (NOx)</td> <td>32.4 T/D (NOx)</td> </tr> <tr> <td>1671.5 T/D (CO)</td> <td>528.2 T/D (CO)</td> </tr> </table>	70.8 T/D (VOC)	41.7 T/D (VOC)	159.8 T/D (NOx)	64.6 T/D (NOx)	1671.5 T/D (CO)	515.0 T/D (CO)	70.8 T/D (VOC)	35.9 T/D(VOC)	159.8 T/D (NOx)	43.7 T/D (NOx)	1671.5 T/D (CO)	496.0 T/D (CO)	70.8 T/D (VOC)	34.3 T/D(VOC)	159.8 T/D (NOx)	31.9 T/D (NOx)	1671.5 T/D (CO)	507.2 T/D (CO)	70.8 T/D (VOC)	36.9 T/D(VOC)	159.8 T/D (NOx)	32.4 T/D (NOx)	1671.5 T/D (CO)	528.2 T/D (CO)
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EVALUATION OF THE 2011 CLRP

SPECIFIC CRITERIA APPLICABLE TO THE CLRP

<p>93.119</p>	<p>For areas without emission budgets: Does the Transportation Plan demonstrate contribution to emission reductions?</p>	<p align="center">Y</p>	<p>There are no PM_{2.5} SIP budgets for the area, therefore an interim test of using the less than base year (2002) test analysis was conducted and the results are shown below. Under 40 CFR 93.109 (e), this interim test is permissible as the area had a choice of either the less than base year test or build/no greater than build analysis for the area. The base year emissions are based on emissions modeling done by the TPB and agreed upon by the air agencies in the three jurisdictions and are shown as tons per year below. The analysis shows that the PM_{2.5} nonattainment area passes the interim emissions test.</p> <table border="0" style="margin-left: auto; margin-right: auto;"> <tr> <td style="text-align: center;"><u>2002 Base Year</u></td> <td style="text-align: center;"><u>2016 Analysis</u></td> </tr> <tr> <td style="text-align: center;">Tons per year (tpy)</td> <td></td> </tr> <tr> <td style="text-align: center;">1693 tpy (Direct PM) 100,000 tpy (NOx)</td> <td style="text-align: center;">758 tpy (Direct PM) 23,000 tpy (NOx)</td> </tr> <tr> <td style="text-align: center;"><u>2002 Base Year</u></td> <td style="text-align: center;"><u>2020 Analysis</u></td> </tr> <tr> <td style="text-align: center;">1693 tpy (Direct PM) 100,000 tpy (NOx)</td> <td style="text-align: center;">703 tpy (Direct PM) 15,000 tpy (NOx)</td> </tr> <tr> <td style="text-align: center;"><u>2002 Base Year</u></td> <td style="text-align: center;"><u>2030 Analysis</u></td> </tr> <tr> <td style="text-align: center;">1693 tpy (Direct PM) 100,000 tpy (NOx)</td> <td style="text-align: center;">725 tpy (Direct PM) 11,000 tpy (NOx)</td> </tr> <tr> <td style="text-align: center;"><u>2002 Base Year</u></td> <td style="text-align: center;"><u>2040 Analysis</u></td> </tr> <tr> <td style="text-align: center;">1693 tpy (Direct PM) 100,000 tpy (NOx)</td> <td style="text-align: center;">769 tpy (Direct PM) 12,000 tpy (NOx)</td> </tr> </table>	<u>2002 Base Year</u>	<u>2016 Analysis</u>	Tons per year (tpy)		1693 tpy (Direct PM) 100,000 tpy (NOx)	758 tpy (Direct PM) 23,000 tpy (NOx)	<u>2002 Base Year</u>	<u>2020 Analysis</u>	1693 tpy (Direct PM) 100,000 tpy (NOx)	703 tpy (Direct PM) 15,000 tpy (NOx)	<u>2002 Base Year</u>	<u>2030 Analysis</u>	1693 tpy (Direct PM) 100,000 tpy (NOx)	725 tpy (Direct PM) 11,000 tpy (NOx)	<u>2002 Base Year</u>	<u>2040 Analysis</u>	1693 tpy (Direct PM) 100,000 tpy (NOx)	769 tpy (Direct PM) 12,000 tpy (NOx)
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CONCLUSION

Pursuant to FHWA's January 12, 2012 request, EPA has reviewed the 1997 8-hour ozone, carbon monoxide, and 1997 PM_{2.5} conformity determinations for the 2011 Constrained Long Range Plan prepared by the Metropolitan Washington Council of Governments, National Capital Region Transportation Planning Board. EPA has determined that the 2011 CLRP meets the requirements of the federal conformity rule.

National Capital Region Transportation Planning Board

777 North Capitol Street, N.E., Suite 300, Washington, D.C. 20002-4290 (202) 962-3310 Fax: (202) 962-3202 TDD: (202) 962-3213

February 10, 2012

Steve Heminger
President
Association of Metropolitan Planning Organizations
1029 Vermont Avenue NW
Suite 710
Washington, DC 20005

Dear Mr. Heminger:

I am writing on behalf of the National Capital Region Transportation Planning Board (TPB), the metropolitan planning organization (MPO) for this region, to share lessons learned from our experience in administering the FTA Job Access Reverse Commute (JARC) and New Freedom Programs. The TPB has been the Designated Recipient of JARC and New Freedom funding since 2006, and since that time has awarded over \$10 million to 50 projects to promote specialized transportation in the region. The TPB recently completed an Assessment of its JARC and New Freedom program and projects. Given the interest in streamlining program structures and administrative requirements, we are sharing these lessons learned from the Assessment in the hope that they will be useful in your advocacy in the reauthorization that is now taking place, or possibly, in subsequent regulatory development.

What Has Worked Well: Coordinated Planning, Active Stakeholder Participation, and Competitive Project Selection

TPB applauds the coordinated and stakeholder driven planning process provided in SAFETEA to set regional priorities for JARC and New Freedom funds. In addition, the competitive project selection process has spurred innovative thinking and non-traditional partnerships that have improved mobility for people with disabilities, older adults and low-income job seekers.

Fix Cumbersome Requirements to Improve Program Efficacy

The TPB's experience has shown that the administrative requirements of the programs unduly constrain the ability of agencies to propose and implement projects to meet the purposes of the programs. TPB provides the following recommendations in this regard:

1. Build on the success of SAFETEA's mobility management category of project that allows a 20 percent match (instead of 50 percent for operating projects), and expand this lower level of matching funds to all JARC, New Freedom, and Section 5310 project types.
2. Streamline and reduce administrative requirements designed for larger program structures (such as procuring transit capital) on focused programs. The FTA requirements related to the procurement of a small number of accessible vehicles, and the non-applicable FTA certification and assurances, hamper the ability of implementing agencies to meet the purposes of the program.

3. Expand the eligible activities for JARC and New Freedom funding:

Eligible JARC activities are limited, and do not adequately address the transportation concerns of lower-income workers, particularly those with young children. Transportation costs related to childcare for low-income workers should be allowable as an eligible expense.

Additionally, neither JARC nor New Freedom funding can be used to purchase transit passes, a rule which limits agencies' ability to support direct access to existing transportation services. The restriction on using JARC and/or New Freedom funds to purchase transit passes should be eliminated.

The full report on the Assessment of the Job Access Reverse Commute (JARC) and New Freedom Programs in the National Capital Region can be found on our program website at http://www.mwcog.org/tpbcoordination/documents/Assessment_Report_DraftFinal.pdf.

Should you have any questions or wish to discuss this in detail, please do not hesitate to contact me or the Director of Transportation Planning for TPB, Mr. Ron Kirby at (202) 962-3310 or rkirby@mwkog.org.

Sincerely,



Todd M. Turner
Chair
National Capital Region
Transportation Planning Board

National Capital Region Transportation Planning Board

777 North Capitol Street, N.E., Suite 300, Washington, D.C. 20002-4290 (202) 962-3310 Fax: (202) 962-3202 TDD: (202) 962-3213

February 9, 2012

Gary C. Thomas
Chair
American Public Transportation Association
1666 K Street, NW
Suite 1100
Washington, DC 20006

Dear Mr. Thomas:

I am writing on behalf of the National Capital Region Transportation Planning Board (TPB), the metropolitan planning organization (MPO) for this region, to share lessons learned from our experience in administering the FTA Job Access Reverse Commute (JARC) and New Freedom Programs. The TPB has been the Designated Recipient of JARC and New Freedom funding since 2006, and since that time has awarded over \$10 million to 50 projects to promote specialized transportation in the region. The TPB recently completed an Assessment of its JARC and New Freedom program and projects. Given the interest in streamlining program structures and administrative requirements, we are sharing these lessons learned from the Assessment in the hope that they will be useful in your advocacy in the reauthorization that is now taking place, or possibly, in subsequent regulatory development.

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2. Streamline and reduce administrative requirements designed for larger program structures (such as procuring transit capital) on focused programs. The FTA requirements related to the procurement of a small number of accessible vehicles, and the non-applicable FTA certification and assurances, hamper the ability of implementing agencies to meet the purposes of the program.

3. Expand the eligible activities for JARC and New Freedom funding:

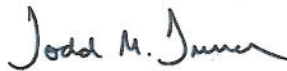
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The full report on the Assessment of the Job Access Reverse Commute (JARC) and New Freedom Programs in the National Capital Region can be found on our program website at http://www.mwcog.org/tpbcoordination/documents/Assessment_Report_DraftFinal.pdf.

Should you have any questions or wish to discuss this in detail, please do not hesitate to contact me or the Director of Transportation Planning for TPB, Mr. Ron Kirby at (202) 962-3310 or rkirby@mwcog.org.

Sincerely,



Todd M. Turner
Chair
National Capital Region
Transportation Planning Board

National Capital Region Transportation Planning Board

777 North Capitol Street, N.E., Suite 300, Washington, D.C. 20002-4290 (202) 962-3310 Fax: (202) 962-3202 TDD: (202) 962-3213

Item #5

MEMORANDUM

March 15, 2012

To: Transportation Planning Board

From: Ronald F. Kirby *RK*
Director, Department of
Transportation Planning

Re: Steering Committee Actions

At its meeting of March 2, 2012, the TPB Steering Committee approved the following resolutions:

- SR23-2012: Resolution on an amendment to the FY 2011- 2016 Transportation Improvement Program (TIP) that is exempt from the air quality conformity requirement to include funding for a high capacity transit study in the Route 7 corridor between the City of Alexandria and Tysons Corner, as requested by the Virginia Department of Transportation (VDOT).
- SR24-2012: Resolution on an amendment to the FY 2011- 2016 Transportation Improvement Program (TIP) that is exempt from the air quality conformity requirement to update funding in FY 2012 for eleven projects, as requested by the District of Columbia Department of Transportation (DDOT)

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.”

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

**RESOLUTION ON AN AMENDMENT TO
THE FY 2011- 2016 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)
THAT IS EXEMPT FROM THE AIR QUALITY CONFORMITY REQUIREMENT
TO INCLUDE FUNDING FOR A HIGH CAPACITY TRANSIT STUDY IN THE ROUTE 7
CORRIDOR BETWEEN THE CITY OF ALEXANDRIA AND TYSONS CORNER, 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 Safe, Accountable, Flexible, and Efficient Transportation Equity Act - A Legacy for Users (SAFETEA-LU) 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 November 17, 2010 the TPB adopted the FY 2011-2016 TIP; and

WHEREAS, in the attached letter of February 21, 2012, VDOT has requested an amendment to the FY 2011-2016 TIP to include \$437,500 in Section 5339 and local matching funds for a high-capacity transit study in the Route 7 corridor between King Street in the City of Alexandria and Tysons Corner, as described in the attached materials; and

WHEREAS, studies are exempt from the air quality conformity requirement, as defined in Environmental Protection Agency (EPA) regulations "40 CFR Parts 51 and 93 Transportation Conformity Rule Amendments: Flexibility and Streamlining; Final Rule," issued in the May 6, 2005, *Federal Register*;

NOW, THEREFORE, BE IT RESOLVED THAT the Steering Committee of the National Capital Region Transportation Planning Board amends the FY 2011-2016 TIP to include \$437,500 in Section 5339 and local matching funds for a high-capacity transit study in the Route 7 corridor between King Street in the City of Alexandria and Tysons Corner, as described in the attached materials.

Adopted by the Transportation Planning Board Steering Committee at its regular meeting on March 2, 2012.



COMMONWEALTH of VIRGINIA

DEPARTMENT OF TRANSPORTATION

4975 Alliance Drive
Fairfax, VA 22030

GREGORY A. WHIRLEY
COMMISSIONER

February 21, 2012

National Capital Region: FY 2011-2016
Transportation Improvement Program Amendment

The Honorable Todd Turner
Chairman, 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 Turner:

On behalf of the City of Falls Church, the Northern Virginia Transportation Commission and VDOT, the Northern Virginia District Office requests amendment of the FY 2011-2016 Transportation Improvement Program (TIP) to add the following Transit study project to the TIP and CLRP. The study is exempt from regional air quality conformity determination and as such the proposed TIP amendment will not affect the regional air quality conformity analysis for the TIP/CLRP.

Transit Alternatives Analysis Study in Route 7 Corridor between the City of Alexandria and Tyson Corner (NVTC0001). The study includes examining alternatives, determining the feasibility of high - capacity transit in the Route 7 Corridor, between King Street Alexandria and Tyson Corner) and performing planning and preliminary design of enhanced multi-modal transportation solutions along Route 7. The \$437,500 in funding proposed to be obligated through this amendment is derived from FY 2010 federal SAFETEA-LU (\$350,000 in FTA Section 5339) and non-federal match (\$87,500) funds awarded to the City of Falls Church. The Northern Virginia Transportation Commission (NVTC) will obtain and manage the federal grant and non-federal matching funds as well as manage the study.

Please find attached NVTC's request for this TIP amendment. Also attached is the TIP table outlining the details of the proposed funding for the study. These funds are new to the CLRP/TIP and are not diverted from other projects currently in the TIP/CLRP.

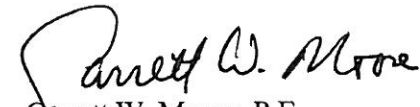
The Honorable Todd Turner
February 21, 2012
Page 2

We request that this TIP amendment be considered and acted upon by the TPB Steering Committee at its meeting on March 2, 2012. Representatives from the City of Falls Church, NVTC, and VDOT plan to attend the Steering Committee meeting and will be happy to answer any questions the Committee may have.

Upon approval of this amendment, please provide copies of the approval to Ms. Renée Hamilton, VDOT's Assistant District Administrator for Programming and Investment Management in Northern Virginia, and Ms. Terry Brown of the Virginia Department of Rail and Public Transportation in Richmond.

Thank you for your consideration of this request.

Sincerely,



Garrett W. Moore, P.E.
District Administrator
Northern Virginia District

Attachments

Copy: Ms. Renée Hamilton, ADA-PIM, VDOT – NoVA
Mr. Richard Burke, Programming Director, VDOT - NoVA
Mr. Karanth Srikanth, Planning Director, VDOT - NoVA
Ms. Marie Berry, VDRPT, Richmond
Mr. Terry Brown, VDRPT, Richmond
Ms. Wendy Block Sanford, City of Falls Church
Mr. Richard Taube, NVTC



NVTC

Northern Virginia Transportation Commission

January 25, 2012

Chairman

Hon. William D. Euille

Vice Chairman

Hon. Jay Fisetle

Secretary/Treasurer

Hon. Jeffrey McKay

Commissioners:

City of Alexandria

Hon. William D. Euille

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Hon. Sharon Bulova

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Hon. Jeffrey McKay

City of Fairfax

Hon. Jeffrey C. Greenfield

City of Falls Church

Hon. David Snyder

Loudoun County

Hon. Kelly Burk

Virginia Department of Rail

and Public Transportation

Hon. Thelma Drake

Virginia General Assembly

Sen. Mark R. Herring

Sen. Mary Margaret Whipple

Del. Barbara J. Comstock

Del. Adam P. Ebbin

Del. Joe T. May

Del. Thomas D. Rust

Executive Director

Richard K. Taube

Gerritt Moore

District Administrator

VDOT Northern Virginia

4975 Alliance Drive

Fairfax, Virginia 22030

Dear Mr. Moore:

The City of Falls Church received a \$350,000 earmark in FY 10 SAFETEA-LU funds for a \$437,500 project to conduct an alternatives analysis and feasibility study of high-capacity transit in the Route 7 Corridor (King Street Alexandria to Tysons Corner). The Northern Virginia Transportation Commission (NVTC) has agreed to manage the project and obtain the federal grant and non-federal matching funds.

As you know, for us to obtain the federal funds, the project must be listed in the Transportation Improvement Program (TIP). Please arrange for the project to be included in the TIP for FY12 because the funds must be obligated by September 30, 2012. The project should be included under Preliminary Engineering (PE). The identifying earmark description is VA-E210-ALTA-018-Enhanced Transit Services-Route 7 Corridor (City of Falls Church). I have enclosed a discussion paper describing the project in detail.

Do not hesitate to call me if you have any questions or need any additional information.

Sincerely

Richard K. Taube

Executive Director

NORTHERN VIRGINIA
TRANSPORTATION IMPROVEMENT PROGRAM
CAPITAL COSTS (in \$1,000)

FY 2011 - 2016

TIP Amendment -3/24/2012

Changes to funding are noted in **bold**.

	Previous Funding	Funding Source	Funding Shares			FY11	FY12	FY13	FY14	FY15	FY16	Source Total
			Fed	State	Local							
NVTC- Transit												
TIP ID:	Agency ID: NVTC0001											
Facility:	Transit Alternatives Analysis in Rte 7 Corridor											
From:	City of Alexandria											
To:	Tysons Corner											
Description:	Alternatives Analysis Study for Rte 7 Corridor											
Jurisdiction:	Alexandria, Falls Church and Fairfax County .											
Amendment:	7. To obligate \$350,000 of FY 2010 federal funds to conduct a feasibility study and perform planning and preliminary design of enhanced multi-modal solutions along Route											
Air Quality:	This project is exempt from the requirement to determine air quality conformity.											
												Total funds:
												\$438.00

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

**RESOLUTION ON AN AMENDMENT TO
THE FY 2011- 2016 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)
THAT IS EXEMPT FROM THE AIR QUALITY CONFORMITY REQUIREMENT
TO UPDATE FUNDING IN FY 2012 FOR ELEVEN PROJECTS, AS REQUESTED BY
THE DISTRICT OF COLUMBIA DEPARTMENT OF TRANSPORTATION (DDOT)**

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 Safe, Accountable, Flexible, and Efficient Transportation Equity Act - A Legacy for Users (SAFETEA-LU) 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 November 17, 2010 the TPB adopted the FY 2011-2016 TIP; and

WHEREAS, in the attached letter of February 22, 2012, DDOT has requested an amendment to the FY 2011-2016 TIP to update funding information and amounts in FY 2012 for eleven projects, as described in the attached materials; and

WHEREAS, the proposed changes are exempt from the air quality conformity requirement, as defined in Environmental Protection Agency (EPA) regulations "40 CFR Parts 51 and 93 Transportation Conformity Rule Amendments: Flexibility and Streamlining; Final Rule," issued in the May 6, 2005, *Federal Register*;

NOW, THEREFORE, BE IT RESOLVED THAT the Steering Committee of the National Capital Region Transportation Planning Board amends the FY 2011-2016 TIP to update funding information and amounts in FY 2012 for eleven projects, as described in the attached materials.

Adopted by the Transportation Planning Board Steering Committee at its regular meeting on March 2, 2012.

GOVERNMENT OF THE DISTRICT OF COLUMBIA
DEPARTMENT OF TRANSPORTATION



d. Policy, Planning and Sustainability Administration

February 22, 2012

The Honorable Todd Turner, Chairperson
National Capital Region Transportation Planning Board
Metropolitan Washington Council of Governments
777 North Capitol Street N.E., Suite 300
Washington DC 2002-4290

Dear Chairman Turner:

The District Department of Transportation (DDOT) requests that the National Capital Region Transportation Planning Board amend the District of Columbia's portion of the FY 2011-2016 Transportation Improvement Program (TIP).

The amendments, all of which are in the FY 2012 column, are necessary because several projects have become higher priorities for DDOT since the TIP was adopted. Other projects have moved more slowly than expected or have sufficient funding from previous years' obligations, and can provide funding offsets to the new higher priorities.

DDOT therefore requests that the TIP be amended as follows:

1. *TIP Project ID 5320, Howard Theater Streetscape Improvements.* Change the \$2,800K of STP funds in the FY 2012 column to \$4,000K of NHS funds for the "c" phase.
2. *TIP Project ID 5433, Bridge Management Project.* Add \$220K of BR funding (for a total of \$250K) for the "c" phase in FY 2012.
3. *TIP Project ID 3261, Civil Rights/EEO Program Implementation and Enhancement.* Add \$429K of SP funding (for a total of \$529K) in FY 2012 and change the phase from "a" to "e" for all years. List subprojects as:
 - a. Civil Rights/EEO Compliance Monitoring Program
 - b. DBE Supportive Services

4. TIP Project ID 5313, Urban Forestry Program. Add \$2,100K of STP funds and \$1,500K of NHS funds for the “c” phase in FY 2012.
5. Create a new project, Boundary Stones, with \$189K of STP funding for the “e” phase, to be obligated in FY 2012. Include the project description: Locate boundary stones in DC and VA. Assess conditions and design interpretive signage.
6. Create a new project, Virginia Ave. Tunnel, with \$7,000K of PRIV funding for the “d” phase in FY 2012. Include the following description: The existing Virginia Ave. Tunnel (VAT) is owned and operated by CSX Transportation, Inc. (CSXT) and has long been identified as one of the most significant freight bottlenecks on the East Coast. Both the I-95 Corridor Coalition Mid-Atlantic Rail Operations: Phase II Study (2009) and the National Capital Region Freight Plan (2010) identify the VAT as a major congestion point on the East Coast. CSXT proposes to improve freight transportation reliability and capacity through the District by replacing the existing 106-year-old, 4,000-foot-long tunnel. CSXT’s proposal includes the restoration of a second track within the tunnel and increasing the tunnel height with a minimum 21-foot clearance to accommodate intermodal trains transporting standard cargo containers that are double-stacked on freight trains. CSXT is committing the funds for this project.
7. TIP Project ID 3505, K Street Transitway. Add \$1,000K of NHS funding for the “a” phase in FY 2012.
8. TIP Project ID ⁵⁹⁵⁷~~3308~~, Middle Anacostia. Add \$350K of STP funds for the “d” phase in FY 2012 and combine two listed subprojects to read as one: Reconfigure Barney Circle/Boulevard between I-695 and Pennsylvania Ave.
9. TIP Project ID 2743, Great Streets – Pennsylvania Ave. SE. Add \$1,000K of NHS funds for the “d” phase in FY 2012. Add to the description: “Phase II will include work on Pennsylvania Ave. SE from the Sousa Bridge to west of 27th St. SE.”
10. TIP Project ID 3242, Citywide Culverts. Add \$1,900K of STP funds for the “c” phase in FY 2012. To the description, add a sub-project: “a. Culvert at Kalmia Rd. NW (construction funding in FY 2012)”
11. TIP Project ID 5572, Reconstruction of Benning Road NE, Anacostia to 42nd St. Reduce \$10,000 from the phase “c” funding in FY 2012. This project’s construction phase will not be ready for obligation in FY 2012.

The proposed amendments do not add additional capacity for motorized vehicles and do not require conformity analysis or public review and comment. The funding sources have been identified, and the TIP will remain fiscally constrained. Therefore, DDOT requests that the TPB Steering Committee approve these amendments at its March 2, 2012 meeting.

We appreciate your cooperation in this matter. Should you have questions regarding this amendment, please contact Mark Rawlings at (202) 671-2234 or by e-mail at mark.rawlings@dc.gov. Of course, please feel free to contact me directly.

Sincerely,

A handwritten signature in black ink, appearing to read 'S Zimbabwe', with a stylized flourish at the end.

Samuel Zimbabwe

Associate Director, Policy, Planning and Sustainability Administration (PPSA)

cc: Eulois Cleckley, DDOT - PPSA (via e-mail)
Mark Rawlings, DDOT - PPSA (via e-mail)
Matt Brown, DDOT – Resource Management (via e-mail)
Eric Stults, DDOT – Resource Management (via e-mail)

**DISTRICT OF COLUMBIA
TRANSPORTATION IMPROVEMENT PROGRAM
CAPITAL COSTS (in \$1,000)**

Source	Fed/St/Loc	Previous Funding	FY 11	FY 12	FY 13	FY14	FY 15	FY 16	Source Total
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Interstate

Virginia Avenue Tunnel Project

TIP ID: **5959** Agency ID: Title: **Virginia Avenue Tunnel Project** Complete: **2017**

Facility: Tunnel below Virginia Ave. SE PRIV 0/0/0 7,000 d 7,000

From: 2nd St. SE

To: 11th St. SE

Total Funds: 7,000

Description: The existing railway tunnel is owned and operated by CSX Transportation, Inc. (CSXT) and has long been identified as one of the most significant freight bottlenecks on the East Coast. CXST proposes to improve freight transportation reliability and capacity through the District by replacing the existing 106-year-old, 4,000-foot-long tunnel. The proposal includes the restoration of a second track within the tunnel and increasing the tunnel height to a minimum 20-foot clearance to accommodate intermodal trains transporting double-stacked standard cargo containers

Amendment - Add New Project **Approved on:** 3/2/2012
Amend this project into the FY 2011-2016 TIP with \$7 million in private funding in FY 2012. Funding is provided by CSX.

Primary

Anacostia Waterfront Initiative

TIP ID: **5957** Agency ID: **AW0, EW002C** Title: **Middle Anacostia** Complete: **2013**

Facility: STP 80/20/0 350 d 350

From:

To:

Total Funds: 350

Description: Near- and mid-term improvements from the Middle Anacostia River Crossing Study, including:
 -Reconfigure Barney Circle/Boulevard between I-695 and Pennsylvania Avenue
 -Pedestrian and Bicycle improvements
 -Sousa Bridge and wayfinding sign improvements
 -RFK access ramp deconstruction



Amendment - Add funding, merge 2 sub-projects **Approved on:** 3/2/2012
Add \$350K of STP funds in FY 2012 for phase "d." Combine two sub-projects to read "Reconfigure Barney Circle/Boulevard between I-695 and Pennsylvania Ave."

**DISTRICT OF COLUMBIA
TRANSPORTATION IMPROVEMENT PROGRAM
CAPITAL COSTS (in \$1,000)**

		Source	Fed/St/Loc	Previous Funding	FY 11	FY 12	FY 13	FY14	FY 15	FY 16	Source Total
Reconstruction of Benning Road, NE., Anacostia to 42nd St											
TIP ID: 5572	Agency ID: CKTB5A	Title: Reconstruction of Benning Road, NE., Anacostia to 42nd St								Complete: 2014	
Facility:		STP	83/17/0	6,000 c		1,000 c					1,000
From: Anacostia											
To: 42nd Street											Total Funds: 1,000
Description: This project provides for the continued reconstruction (phase 2) of Benning Road. The highway pavement has reached the end of its useful life and can no longer be resurfaced. The first phase was the reconstruction of the facility from 14th Str. Oklahoma Ave. Work will include the installation of new median and reconfiguration of travel lanes in order to match phase 1 of the reconstruction. Work will also include landscaping, traffic signals, and streetlights.											
Administrative Modification - Change Description										Approved on:	4/14/2011
Change project description to read as above.											
Amendment - Reduce Funding										Approved on:	3/2/2012
Reduce \$10,000K of STP funding from the FY 2012 column for phase "c."											

Bridge											
Bridge Replacement/Rehabilitation Program											
TIP ID: 3242	Agency ID: CA303C	Title: Citywide Culverts								Complete: 2016	
Facility: CITYWIDE		State/DC	0/100/0		400 c	400 c	400 c	400 c	400 c	400 c	2,400
From:											
To:		STP	80/20/0			1,900 c					1,900
											Total Funds: 4,300
Description: Develop a culvert inventory for all the culverts owned and maintained by the District. Locate the culverts in the field, obtain current plans and inspection reports, perform inspections using the FHWA-developed Culvert Inspection Manual, determine their current condition and enter the data into the inventory. Recommend maintenance and repair requirements through a formal culvert inspection program. Develop one or more contracts to maintain, repair, and/or rehabilitate those culverts identified in the culvert inspection program. a. Culvert at Kalmia Rd. NW (Construction funding in FY 2012)											
Amendment - Add funding										Approved on:	3/2/2012
Add \$1,900K of STP funding in FY 2012 for phase "c." Add a subproject: a. Culvert at Kalmia Rd. NW (construction to be funded in FY 2012).											

TIP ID: 5433	Agency ID: CD053A	Title: Bridge Management Project								Complete: 2016	
Facility: Citywide		BR	80/20/0		30 c	250 c	30 c	30 c	30 c	30 c	400
From: Citywide											
To:											Total Funds: 400
Description: This project provides staff funding for the bridge management program in the Asset management division. Included is routine inspection and appraisal of the District's bridges, verification and updating of bridge data in the national bridge inventory, preparing of inspection reports, reporting of critical deficiencies, structural analysis and emergency design of bridges with deficient features, load ratings material sampling and testing. and paying the Pontis license fee and other work necessary to assess the condition of the Districts bridges to ensure safety .											
Amendment - Add Funding										Approved on:	3/2/2012
Add \$220K of BR funding (for a total of \$250K) in FY 2012 for phase "c."											

**DISTRICT OF COLUMBIA
TRANSPORTATION IMPROVEMENT PROGRAM
CAPITAL COSTS (in \$1,000)**

Source	Fed/St/Loc	Previous Funding	FY 11	FY 12	FY 13	FY14	FY 15	FY 16	Source Total
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**Other
Boundary Stones**

TIP ID: **5958** Agency ID: Title: **Boundary Stones** Complete: **2013**

Facility: STP Fed/St/Loc: 83/17/0 Previous Funding: 189 d FY 11: 189
 From: Total Funds: **189**
 To:

Description: Locate Boundary Stones in DC and VA. Assess condition and design interpretive signage.

Amendment - Add New Project Approved on: 3/2/2012
 Amend this project into the FY 2011-2016 TIP with \$189,000 in STP funding in FY 2012.

Civil Rights/EE) Program Implementation and Enhancement

TIP ID: **3261** Agency ID: **AF028A** Title: **Civil Rights/EEO Program Implementation and Enhancement** Complete:

Facility: SP Fed/St/Loc: 80/20/0 Previous Funding: 100 e 529 e 100 e 100 e 100 e 100 e 1,029
 From: Total Funds: **1,029**
 To:

Description: This project will continue program development, administration and implementation of EEO procedures, including complaints and investigations; establishment of Title VI & ADA Standards and Procedures; citywide ADA self-evaluations; designing and structuring of automated tracking systems for all programs including EEO, DBE, ADA, Title VI and Public Participation; and facilitating mandatory training requirements. This program will also support the Department's initiative/outreach efforts coordinated with the DC Office of Latino Affairs (OLA) via the Latino Action Plan.
 a. Civil Rights/EEO Compliance Monitoring Program
 b. DBE Supportive Services

Amendment - Add funding and change phase designation Approved on: 3/2/2012
 Add \$429K of SP funding (for a total of \$529K) in FY 2012. Change the phase from "a" to "e" for all years. List two subprojects: a. Civil Rights/EEO Compliance Monitoring Program; and b. DBE Supportive Services

Great Streets Program

TIP ID: **2743** Agency ID: **EDS05C** Title: **Great Streets - Pennsylvania Ave, SE** Complete: **2016**

Facility: Pennsylvania Ave. SE Fed/St/Loc: NHS 80/20/0 Previous Funding: 1,000 d FY 11: 1,000
 From: Sousa Bridge Total Funds: **1,000**
 To: 27th St. SE (west of)

Description: Conduct traffic assessments and provide public review and comment of proposed streetscape design elements. Conduct environmental assessments. Prepare concept designs, design plans and specifications; construct improvements to sidewalks, curbs, gutters, streets, and tree boxes; replace street trees; and install other streetscape elements. Construct facilities to improve reliability and safety of transit services, including transit lanes; provide bicycle lanes; and improve pedestrian circulation. Phase II will include work on Pennsylvania Ave. SE from the Sousa Bridge to west of 27th St. SE. a. Culvert at Kalmia Rd. NW (construction funding inf FY 2012)



Amendment - Add funding Approved on: 3/2/2012
 Add \$1,000K of NHS funding in FY 2012 for phase "d." This Phase II will include work on Pennsylvania Ave. SE from the Sousa Bridge to west of 27th St. SE.


**DISTRICT OF COLUMBIA
TRANSPORTATION IMPROVEMENT PROGRAM
CAPITAL COSTS (in \$1,000)**

Source	Fed/St/Loc	Previous Funding	FY 11	FY 12	FY 13	FY14	FY 15	FY 16	Source Total
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Roadside Improvements Citywide

TIP ID: **5320** Agency ID: **EDL07C** Title: **Howard Theater Streetscape Improvements** Complete: **2013**

Facility:	NHS	80/20/0		4,000	c				4,000
From:									
To:									Total Funds: 4,000

Description: Includes rehabilitation of T St. NW from Florida Ave. to 7th St. NW; 7th St. NW from Florida Ave. to N St. NW; Wiltberger St. NW from S to T; and two alleys off T St. NW. Includes reconstruction and resurfacing of pavement, curbs, gutters, sidewalks, and historic streetlights. 

Amendment - Add Funding Approved on: 3/2/2012
Change the \$2,800K of STP funding in the FY 2012 column to \$4,000K of NHS funding, for 'phase "c."'

Urban Forestry Program

TIP ID: **5313** Agency ID: **CG311, CG312, CG31** Title: **Urban Forestry Program** Complete:

Facility:	NHS	80/20/0		1,500	c				1,500
From:									
To:	State/DC	0/100/0	200 a	200 a	200 a	200 a	200 a	200 a	45,000
			7,044 c	7,044 c	7,044 c	7,044 c	7,044 c	7,044 c	
			256 e	256 e	256 e	256 e	256 e	256 e	
	STP	80/20/0		2,100	c				2,100
									Total Funds: 48,600

Description: Plant new trees, remove dead and diseased trees, treat diseased trees, replace trees, and landscape along local and Federal roads. 

Amendment - Add funding Approved on: 3/2/2012
Add \$2,100K of STP funding and \$1,500K of NHS funding in FY 2012 for phase "c."

**DISTRICT OF COLUMBIA
TRANSPORTATION IMPROVEMENT PROGRAM
CAPITAL COSTS (in \$1,000)**

		Source	Fed/St/Loc	Previous Funding	FY 11	FY 12	FY 13	FY14	FY 15	FY 16	Source Total
Transit											
K Street Transitway											
TIP ID: 3505	Agency ID: SR075A	Title: K Street Transitway								Complete: 2018	
Facility:		CMAQ	80/20/0	1,280 a							
From:		NHS	80/20/0			1,000 a					1,000
To:		Section 5309	80/20/0							5,000 a	5,000
										Total Funds:	6,000

Description: This project will redesign and reconstruct a major east/west arterial roadway serving the downtown area with an exclusive median running transitway between Mt Vernon Triangle and Washington Circle. The new roadway will provide improved transit and vehicular mobility, reduce congestion and air pollution, and improve transportation safety. The reconstruction of K Street will strengthen the economic vitality of the city's downtown core.



Administrative Modification - Change Title, Description, and Funding	Approved on:	4/14/2011
Change Project Heading and Title to "K Street Transitway." Change funding source from Earmark to Section 5309 for preliminary engineering. Remove \$46,000 in Earmark funding for construction. Move project from Primary to Transit section.		
Amendment - Add funding	Approved on:	3/2/2012
Add \$1,000K of NHS funding in FY 2012 for phase "a."		

ITEM 7 - Action

March 21, 2012

Approval of Amendments to the FY 2012 Unified Planning Work Program (UPWP), and Approval of FY 2012 UPWP Carryover Funding to FY 2013

Staff

Recommendation: Adopt Resolution R11-2012 to amend the FY 2012 UPWP.

Adopt Resolution R12-2012 to approve the FY 2012 carryover funding to FY 2013.

Issues: None

Background: The Technical Committee at its March 2 meeting reviewed and approved the proposed carryover activities and budgets from the FY 2012 UPWP to the FY 2013 UPWP.

The final version of the FY 2013 UPWP will incorporate this carryover funding into the final work program to be submitted to the state departments of transportation and the Federal Highway and Transit Administrations.

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

**RESOLUTION TO AMEND THE FY 2012 UNIFIED PLANNING WORK PROGRAM
(UPWP) TO INCLUDE REVISED WORK STATEMENTS AND THE BUDGETS**

WHEREAS, the Joint Planning Regulations issued in February 2007 by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) require a Unified Planning Work Program for Transportation Planning (UPWP); and

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

WHEREAS, the FY 2012 UPWP for the Washington Metropolitan Area was approved by the TPB on March 16, 2011; and

WHEREAS, revised work statements and budgets for projects in the FY 2012 UPWP have been developed by staff, the Maryland Department of Transportation (MDOT), and the Virginia Department of Transportation (VDOT) to modify projects and identify funding which will be carried over into FY 2013, as described in the attached materials; and

WHEREAS, at its March 2, 2012 meeting, the TPB Technical Committee was briefed on the proposed revised work statements and budgets for projects in the FY 2012 UPWP and recommended approval by the TPB;

NOW, THEREFORE, BE IT RESOLVED THAT the NATIONAL CAPITAL REGION TRANSPORTATION PLANNING BOARD amends the FY 2012 UPWP to include revised work statements and budgets, as described in the attached Memorandum of March 15, 2012 entitled: "FY 2012 UPWP Amendments to Include Revised Work Statements and Budgets" (pages A-1 through A-8).

National Capital Region Transportation Planning Board

777 North Capitol Street, N.E., Suite 300, Washington, D.C. 20002-4290 (202) 962-3310 Fax: (202) 962-3202

MEMORANDUM

March 15, 2012

TO: Transportation Planning Board

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

SUBJECT: FY 2012 UPWP Amendments to Include Revised Work Statements and Budgets

Attached are pages excerpted from the current FY 2012 UPWP indicating changes to the work statements and/or budgets for the following:

6. Technical Assistance

- Maryland: Reduce budgets for five planning studies, and carry over \$477,000 for seven projects to FY 2013.
- Virginia: Reduce four project budgets, and carry over \$344,489 for four projects To FY 2013.

The total FY 2012 funding to be carried over is \$821,469

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

PROPOSED AMENDMENTS TO THE FY 2012 UPWP

V. TECHNICAL ASSISTANCE

B. MARYLAND

1. Program Development Management

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

Cost Estimate: ~~\$30,000~~ **\$20,000**

Schedule: On-going activity

2. Project Planning Studies

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

Cost Estimate: \$130,000
 \$70,000 carryover from FY2011
 ~~\$200,000~~ **\$120,000** total

Schedule: On-going activity

3. Feasibility/Special Studies

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

Cost Estimate: \$160,000
 \$40,000 carryover from FY2011
 ~~\$200,000~~ **\$120,000** total

Schedule: On-going activity

4. Transportation Performance Measures

- Project Level Evaluation: SHA requires measurable results on system performance benefits in order to compare the relative merits of individual projects proposed for implementation or for use in refining the Maryland Highway Needs Inventory. Such results will assist in determining priorities among the projects to maximize the benefits of the transportation planning and programming process. The results could be expressed in terms of Levels of Service, Travel Delay and mobility criteria, which will be defined and estimated at the appropriate local, subarea, corridor and / or regional levels to enable a consistent assessment of specified projects.

Sub-Item Cost Estimate: \$10,000
 \$40,000 carryover from FY2011
 ~~\$50,000~~ **\$15,000** total

Schedule: On-going activity

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

Sub-Item Cost Estimate: \$11,000
 \$45,000 carryover from FY2011
 ~~\$56,000~~ **\$21,000** total

Schedule: On-going activity

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

Sub-Item Cost Estimate: \$10,000
 \$95,000 carryover from FY2011
 ~~\$105,000~~ **\$78,000** total

Schedule: On-going activity

Cost Estimate: \$31,000
 \$180,000 carryover from FY2011
 ~~\$240,000~~ **\$113,000** total

Schedule: On-going activity

5. Training /Miscellaneous Technical Support

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

Cost Estimate: \$40,000

 \$40,000 carryover from FY2011

~~\$80,000~~ total **0**

Schedule: On-going activity

6. Statewide Transportation Model Support

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

Cost Estimate: \$65,000
 \$15,000 carryover from FY2011
 ~~\$80,000~~ total **30,000**

Product: Technical Memoranda

Schedule: June 2012

7. Transportation / Land Use Connections Program

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

Cost Estimate: \$115,000

\$45,000 carryover from FY2011
\$160,000 total

Product: Grant awards, technical reports from
contractors

Schedule: June 2012

8. Multimodal Coordination for Bus Priority Hot Spots

In the spring of 2010, WMATA, MDOT, DDOT and VDOT completed a long range planning study that identifies a 20 year vision for surface transit enhancements entitled the *Priority Corridor Network (PCN) Running-way Evaluation Study*.

A follow-up study will be jointly funded by MDOT, DDOT, VDOT and WMATA and it will build on WMATA's previous study by examining both WMATA and local bus (e.g., ART, DASH, Ride On etc.) service frequencies and speeds, to identify a truly "regional" hot spot prioritized top 10 list for each of the three states.

Cost Estimate: \$30,000 carryover from FY2011

Product: Prepare detailed cost-benefit analysis reports on
potential for bus priority improvements at select bus
operations "hot-spots"

9. Other Tasks yet to be defined

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

Cost Estimate: ~~\$51,851~~ 0

TOTAL MARYLAND COST ESTIMATE: ~~\$ 622,954~~
~~\$ 420,000 carryover from FY2011~~
~~\$1,042,954~~ **\$594,000**

C. VIRGINIA

1. Data/Documentation Processing

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

Cost Estimate: \$15,000
 \$10,000 carryover from FY2011
 \$25,000 total

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

2. Travel Monitoring and Data Collection

~~VDOT desires a monitoring program of the limited access high-occupancy vehicle (HOV) facilities in Northern Virginia during the fall of fiscal year 2012. The HOV corridors to be monitored will be coordinated with COG.~~

~~Monitoring will consist of the following data collection projects:~~

- ~~• Peak direction occupancy and classification counts (from 5 AM to 10 AM inbound and 3 PM to 8 PM outbound) at a set of stations along the selected facilities. These stations will include the major count locations as specified by VDOT.~~
- ~~• Off-peak direction traffic volume and classification counts during the peak period (same as above) at selected locations to be performed in the spring of 2011 in Northern Virginia.~~
- ~~• Staff will continue to research travel time runs using GPS technology in Northern Virginia.~~

~~Data will be transmitted to VDOT after field data collection work, editing, and reasonableness checking have been completed. Preliminary data will be transmitted to VDOT within one week of the count so that a timely determination can be made regarding the need for a re-count.~~

~~Cost Estimate: \$ 269,489 0~~

~~Products: Data files transmitted to VDOT~~

~~Schedule: Fall counts completed by Nov. 30, 2011
 Spring counts completed by June 15, 2012~~

3. Travel Demand Modeling

Supports requests from VDOT, VDRPT and NoVA localities related to demand forecasting and project development activities. Example of work activities include: assistance with documentation, training and customization of TPB's Version 2.3 model for VDOT/NoVA use; and HOV/HOT Lane project development related analyses.

Cost Estimate: \$74,400
 \$75,600 carryover from FY2011
 ~~\$150,000~~ total **\$100,000**

Products: as specified

Schedule: on-going

4. Regional Survey- Analysis and Report

Mine the results of the regional and NoVA surveys to extract travel, traffic, demographic and related data specifically for NoVA jurisdictions and report on NoVA trends/patterns. Data elements mined includes: State of the Commute, 2007/2008 HH Travel Survey, and Round 8.2a Cooperative Forecasts.

Cost Estimate: \$ 60,000
 \$15,000 carryover from FY2011
 \$75,000 total

Product: Analysis results and reports

Schedule: June 2012

5. Travel Demand Management and Non-Motorized Travel

Assist in: (1) monitoring, and evaluation of non-motorized travel facilities (Bike/Ped) including conducting counts and analyses and preparing maps; (2) development of targeted TDM strategies for various NoVA locations as part of VDOT/VDRPT's sub-regional planning efforts.

Cost Estimate: \$75,000

Product: Data files and GIS maps

Schedule: June 2012

6. Regional and Sub-regional Studies

Technical work /analyses associated with planning studies undertaken by VDOT/VDRPT/NoVA localities, such as: (1) the NVTA's TransAction 2040 Plan; (2) WMATA's PCN-Hot Spots study, (3) VDOT's two HOV/HOT lanes projects in NoVA. The Northern Virginia Transportation Authority (NVTA) is updating its

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

Cost Estimate: \$14,200
 \$144,000 carryover from FY2011
 \$158,200 total

Product: Technical support as requested

Schedule: June 2012

7. Other Tasks to be Defined

~~\$25,000 carryover from FY2011~~
~~-\$25,000 total~~ **0**

TOTAL VIRGINIA COST ESTIMATE: ~~\$508,089~~
 ~~\$269,600 carryover from FY2011~~
 ~~\$777,689~~ **\$433,200 total**

**TPB R12-2012
March 21, 2012**

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

**RESOLUTION TO APPROVE
CARRYOVER FUNDING FROM FY 2012 TO THE FY 2013
UNIFIED PLANNING WORK PROGRAM (UPWP)**

WHEREAS, the Joint Planning Regulations issued February 14, 2007 by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) require a Unified Planning Work Program for Transportation Planning (UPWP); and

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

WHEREAS, the FY 2012 UPWP for the Washington Metropolitan Area was adopted by the TPB on March 16, 2011; and

WHEREAS, project work statements and budgets for carryover from FY 2012 to FY 2013 have been developed for the Technical Assistance Programs of the Maryland Department of Transportation (MDOT) and the Virginia Department of Transportation (VDOT);

NOW, THEREFORE, BE IT RESOLVED THAT: THE NATIONAL CAPITAL REGION TRANSPORTATION PLANNING BOARD approves the work statements and budgets for carryover funding from FY 2012 to FY 2013 as described in the attached Memorandum of March 15, 2012 entitled "FY 2012 Carryover Work Statements and Budgets for the FY 2013 UPWP" (pages B1-through B-8).

National Capital Region Transportation Planning Board

777 North Capitol Street, N.E., Suite 300, Washington, D.C. 20002-4290 (202) 962-3310 Fax: (202) 962-3202

MEMORANDUM

March 15, 2012

TO: Transportation Planning Board

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

SUBJECT: FY 2012 Carryover Work Statements and Budgets for the FY 2013 UPWP

Attached are pages excerpted from the draft FY 2013 UPWP with changes and additions shown in **bold** to reflect the carryover funding from FY 2012 to FY 2013. The FY 2013 work elements affected by the FY 2012 carryover funding are as follows:

- 6. Technical Assistance
 - Maryland: Carryover \$477,000 for seven projects
 - Virginia: Carryover \$344,489 for three projects

The total FY 2012 funding to be carried over is \$821,489

The final version of the FY 2013 UPWP will combine the carryover funding and new funding into one work program for submission to FTA and FHWA. The proposed budget levels for these carryover projects are shown in Table A.

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

TABLE 1A DRAFT

3.14.12

PROJECT CARRYOVER FROM FY2012 TO FY2013 BY FUNDING SOURCE

WORK ACTIVITY	FY2012 FUNDS	FTA/STATE/ LOCAL	FHWA/STATE/ LOCAL
6. TECHNICAL ASSISTANCE			
A. District of Columbia			
B. Maryland	477,000	112,382	364,618
C. Virginia	344,489	83,316	261,173
Subtotal	821,489	195,699	625,790
TOTAL	821,489	195,699	625,790

3.5.10

CARRYOVER WORK STATEMENTS AND FUNDING FOR THE FY 2013 UPWP

6. TECHNICAL ASSISTANCE

B. MARYLAND

1. Program Development Management

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

Cost Estimate: \$30,000
 \$10,000 carryover from FY 2012
 \$40,000 total

Schedule: On-going activity

2. Project Planning Studies

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

Cost Estimate: \$130,000
 \$80,000 carryover from FY 2012
 \$230,000 total

Schedule: On-going activity

3. Feasibility/Special Studies

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

Cost Estimate: \$160,000
\$70,000 carryover from FY 2012
\$230,000 total

Schedule: On-going activity

4. Transportation Performance Measures

Project Level Evaluation: SHA requires measurable results on system performance benefits in order to compare the relative merits of individual projects proposed for implementation or for use in refining the Maryland Highway Needs Inventory. Such results will assist in determining priorities among the projects to maximize the benefits of the transportation planning and programming process. The results could be expressed in terms of Levels of Service, Travel Delay and mobility criteria, which will be defined and estimated at the appropriate local, subarea, corridor and / or regional levels to enable a consistent assessment of specified projects.

Sub-Item Cost Estimate: \$10,000
\$40,000 carryover from FY 2012
\$50,000 total

Schedule: On-going activity

System Wide Evaluation: This work effort is designed: (1) to provide MDOT and SHA staff with information relating to the effectiveness of ongoing and planned regional congestion monitoring activities in the Maryland portion of the region, (2) to examine the effectiveness of such programs, including the use of before and after studies (primarily through literature reviews and analysis of existing data rather than through new collection of primary data), and (3) to evaluate the environmental impacts of projects in terms of GHG and possibly other pollutants. TPB staff will periodically brief MDOT and SHA staff to keep them informed of regional congestion monitoring activities and to discuss possible new initiatives.

Sub-Item Cost Estimate: \$13,000
\$107,000 carryover from FY 2012
\$120,000 total

Schedule: On-going activity

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

Sub-Item Cost Estimate: \$10,000
\$40,000 carryover from FY 2012

\$50,000 total

Schedule: On-going activity

Cost Estimate: \$33,000

Schedule: On-going activity

5. Training /Miscellaneous Technical Support

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

Cost Estimate: \$10,000
\$20,000 carryover from FY 2012
\$30,000 total

Schedule: On-going activity

6. Statewide Transportation Model Support

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

Cost Estimate: \$60,000

Product: Technical Memoranda

Schedule: June 2013

7. Transportation / Land Use Connections Program

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

in fiscal year 2012.

Cost Estimate: \$160,000

Product: Grant awards, technical reports from contractors

Schedule: June 2013

8. Human Services Transportation Study

Pursuant to the National Capital Region's Human Service Transportation Coordination Plan, we propose an in-depth study of existing and forecast unmet need for specialized transportation in the region for the purpose of identifying alternate service delivery models and funding mechanisms. With the substantial shift of these services from being provided by human service agencies to the public transit industry, gaps have been observed in the level of service provided by ADA paratransit and the level of service required by human service agency constituents. The proposed study would include (1) a gap analysis between the two levels of service and an inventory of unmet need for the higher level of service; (2) research, perhaps in the form of case studies, on the specific needs of human service agencies and an assessment of their existing and potential ability to provide transportation services at the desired service level; and (3) an examination of the resources and funding mechanisms available from public transit and human service agencies and their funding jurisdictions to empower human service agencies to become self-sufficient in addressing their constituents' transportation needs.

The total project budget is \$90,000. Funding will include \$60,000 from WMATA and \$30,000 from the MDOT Technical Assistance Program.

Cost Estimate: \$30,000

Schedule: June 2013

9. Other Tasks yet to be defined

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

Cost Estimate: \$10,000
\$80,000 carryover from FY 2012
\$90,000 total

TOTAL MARYLAND COST ESTIMATE: \$623,000
\$477,000 carryover from FY 2012
\$1,100,000 total

C. VIRGINIA

1. Data/Documentation Processing

This work element accounts for DTP staff time associated with the administration of this Technical Assistance work program throughout the year. Work activities would involve meetings with participating agencies to discuss proposed/new projects, development of monthly progress reports, budgetary reporting and technical quality control. This work task also includes staff time to process requests for data/documents from Northern Virginia as advised by VDOT throughout the year.

Cost Estimate: \$25,000

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

2. Travel Monitoring and Survey

This program will establish a continuous travel monitoring program for major commuting routes in Northern Virginia, with a goal of sampling each route on a 2-3 year cycle. Collected data and analysis may include volume and occupancy data, travel time data, and other information. The program will also include collection of bicycle and pedestrian data at various locations throughout Northern Virginia, as identified by VDOT.

Cost Estimate: \$125,000
\$75,000 carryover from FY 2012
\$200,000 total

Products: Program management plan, data and analysis, technical memorandum

Schedule: On-going activity

3. Travel Demand Modeling

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

Cost Estimate: \$50,000
\$75,000 carryover from FY 2012
\$125,000 total

Products: Customized travel demand model, technical memoranda.

Schedule: On-going activity

4. Regional and Sub-regional Studies

This project provides support for technical analysis for planning studies throughout the year as identified and requested VDOT and/or VDRPT. Work may include but not limited to technical support in ongoing corridor/subarea studies, initiation of new studies ranging from major new corridor analyses to the development of travel demand forecasts for individual facilities. The Commonwealth requires VDOT to review and comment on the technical reports for a variety of local development proposals. Such reports are referred to as "Section 527 reports." Tasks undertaken under this work element could involve staff assisting VDOT in the review and/or analysis of such Section 527 reports. Staff may also assist VDOT in its work on a system-wide evaluation designed to provide information relating to the effectiveness of ongoing and planned projects and programs aimed to address the congestions and mobility challenges in Northern Virginia. This evaluation could be examined in terms of level of service, delay, and other mobility criteria, which will be defined and estimated at the appropriate local, subarea, corridor and / or regional levels to enable a consistent assessment of specified projects/programs.

Cost Estimate: \$223,152
\$194,489 carryover from FY 2012
\$417,641 total

Products: Travel demand modeling and technical analysis in support of Northern Virginia regional and sub-regional planning studies

Schedule: On-going activity

5. Other Tasks to be Defined

Other tasks are anticipated but not yet defined.

Cost Estimate: \$86,048

TOTAL VIRGINIA COST ESTIMATE: \$509,200
\$344,489 carryover from FY 2012
\$853,689 total

ITEM 8 - Action
March 21, 2012

Approval of FY 2013 Unified Planning Work Program (UPWP)

Staff

Recommendation: Receive briefing on the final UPWP for FY 2013 (July 1, 2012 through June 30, 2013) and adopt Resolution R13-2012 to approve it.

Issues: None

Background: The TPB was briefed on the outline and budget at the January 18, 2012 meeting.

The draft FY 2013 UPWP was released for public comment on February 15. The Technical Committee reviewed the outline and budget on January 6 and reviewed the draft document on February 3. On March 2, the Technical Committee reviewed the proposed carryover activities and budgets from FY 2012 and recommended approval of the FY 2013 UPWP and the FY 2012 carryover activities and budgets by the TPB.

TPB R13-2012
March 21, 2012

**NATIONAL CAPITAL REGION TRANSPORTATION PLANNING BOARD
777 NORTH CAPITOL STREET, N.E.
WASHINGTON, D.C. 20002-4201**

**RESOLUTION APPROVING THE FY 2013 UNIFIED PLANNING WORK PROGRAM
FOR TRANSPORTATION PLANNING**

WHEREAS, the Joint Planning Regulations issued February 14, 2007 by the Federal Transit Administration (FTA) and the Federal Highway Administration (FHWA) require a Unified Planning Work Program (UPWP) for Transportation Planning; and

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

WHEREAS, the FY 2012 Unified Planning Work Program (UPWP) for Transportation Planning for the Washington Metropolitan Region was approved by the Transportation Planning Board (TPB) on March 16, 2011; and

WHEREAS, on February 15, 2012, the TPB released the draft FY 2013 UPWP for public comment; and

WHEREAS, the TPB Technical Committee reviewed the outline and budget on January 6, 2012 and the draft document on February 3, and recommended approval by the TPB of the final draft FY 2013 UPWP at its meeting on March 2; and

WHEREAS, on March 21, 2012, the TPB adopted resolution R12-2012 which identifies certain projects for carryover funding from FY 2012 to FY 2013, and these projects and budgets will be incorporated into the final version of the FY 2013 UPWP;

NOW, THEREFORE, BE IT RESOLVED THAT the National Capital Region Transportation Planning Board approves the FY 2013 Unified Planning Work Program for Transportation Planning for the Metropolitan Washington Region.

**NATIONAL CAPITAL REGION
TRANSPORTATION PLANNING BOARD**

FY 2013

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

DRAFT

March 15, 2012

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

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SUMMARY

The Fiscal Year 2013 Unified Planning Work Program (UPWP) for Transportation Planning in the Washington Metropolitan Region incorporates in one document all federally assisted state, regional, and local transportation planning activities proposed to be undertaken in the region from July 1, 2012 through June 30, 2013. The program provides a mechanism for the coordination of transportation planning activities in the area, and is required as a basis and condition for all federal funding assistance for transportation planning by the final planning regulations issued February 14, 2007 by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA).

This work program was approved by the National Capital Region Transportation Planning Board (TPB) at the Metropolitan Washington Council of Governments (COG), the TPB Technical Committee, and by the FTA and FHWA.

The work program comprises seven major activities and is organized as previous work programs. The program has been structured to clearly identify the specific products to be developed, the linkages between them, and the TPB entity responsible for oversight of the products. The relationship and interactions of the seven major work activities are shown in Figures 5 and 6 on pages 21-22. The TPB committee or subcommittee responsible for the specific work activities is shown in Figure 7 on page 25.

The transportation planning activities described in this document are of three kinds: regional transportation planning and special technical assistance projects conducted by TPB staff in cooperation with state and local transportation agencies and the Washington Metropolitan Area Transit Authority (WMATA); Continuous Airport System Planning (CASP) funded by the Federal Aviation Administration; and State Planning and Research (SPR) Programs funded and conducted by the three state transportation agencies (DOTs).

Highlights of the FY 2013 UPWP include:

- The 2012 Constrained Long Range Transportation Plan (CLRP) and public participation in the plan.
- Work elements to ensure that the CLRP and Transportation Improvement Program meet air quality objectives.
- Second year work activities to support the development of a regional transportation priorities plan that will enhance the implementation of regional priorities.
- Support for COG's Region Forward regional planning efforts involving transportation.
- Support for the preparation of project grant applications for US DOT grant funding programs.

- In Fall 2012, the collection of household travel survey data for 4,800 households in seven focused geographic subareas of the region.
- Continuing work on the congestion management process (CMP).
- Continuing to coordinate human service transportation, and to support the TPB Access for All Advisory Committee to involve community groups not traditionally participating such as minorities, low-income residents and persons with disabilities.
- Support for emergency response and preparedness and regional management, operations and intelligent Transportation Systems (MO/ITS) activities.
- Support for regional bus planning, transportation safety planning, and regional freight planning.

I. INTRODUCTION

Purpose

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

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

Planning Requirements

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

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

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

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

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

Regional Planning Goals

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

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

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

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

Addressing Changing Planning Priorities

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

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

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

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

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

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

Responsibilities for Transportation Planning

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

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

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

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

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

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

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

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

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

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

FY 2013 Regional Planning Priorities

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

Figure 1

ORGANIZATIONS REPRESENTED ON THE TPB AND/OR ITS TECHNICAL COMMITTEES

VIRGINIA

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

MARYLAND

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

DISTRICT OF COLUMBIA

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

REGIONAL, FEDERAL AND PRIVATE SECTOR

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

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



Figure 3

TRANSPORTATION PLANNING AND PROGRAMMING RESPONSIBILITIES

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

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

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

Figure 4 PLANNING STUDIES 2012 (Continued)

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

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

Figure 4 PLANNING STUDIES 2012 (Continued)

Name	Primary Agencies	Schedule	Products
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District of Columbia

14th Street Bridge Feasibility Study	FHWA, DDOT, VDOT	on-going	EIS
White House Area Transportation Study	US DOT	on-going	Report
South Capitol Street (EIS)/AWI	DDOT	on-going	EIS
First Place and Galloway NE Redesign (Fort Totten Metrorail Station)	DDOT/WMATA	on-going	Report/Design
Citywide Travel Demand	DDOT	on-going	Travel Model
Great Streets Program	DDOT	on-going	Design/Construct
16 th Street Corridor Study	DDOT	2012	Plan/Design
Saint Elizabeth's Campus Master Plan & EIS	GSA	2012	EIS
Climate Change Adaptation Plan	DDOT	2012	Plan
Saint Elizabeth's East Campus Transportation Network EA	DDOT	2012	EA
Managed Lane Study	DDOT	2012	Study
DC Streetcar- Anacostia Ext EA And Section 106	DDOT/FTA/FHWA	2012	EA & Sec 106
Union Station to Georgetown Waterfront Alternatives Analysis	DDOT/FTA	2012	Study
DC Streetcar- Benning Rd Ext Feasibility Study	DDOT	2012	Study
DC Streetcar- Benning Rd EA	DDOT/FTA/FHWA	2012/2013	EA
DC Streetcar- M Street Ext	DDOT	2012/2013	Study
Virginia Avenue Tunnel	CSX/FHWA/DDOT	2012	EA

Long Bridge Integrity and Capacity Study	DDOT	2015	Study
C Street N.E. Implementation Study	DDOT	2014	Study
M Street S.W. Study	DDOT	2012	Study
Long Range Multi Modal Plan	DDOT	2012	Study

Total Proposed Funding by Federal Source for FY 2013

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

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

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TABLE 1

2.6.12

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

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

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

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

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

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II. PROPOSED FY 2013 TPB WORK PROGRAM AND BUDGET

Program Structure

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

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

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

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

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

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

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

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

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

Work Activity Budgets

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

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

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

Figure 5: Overview of Planning Products and Supporting Activities

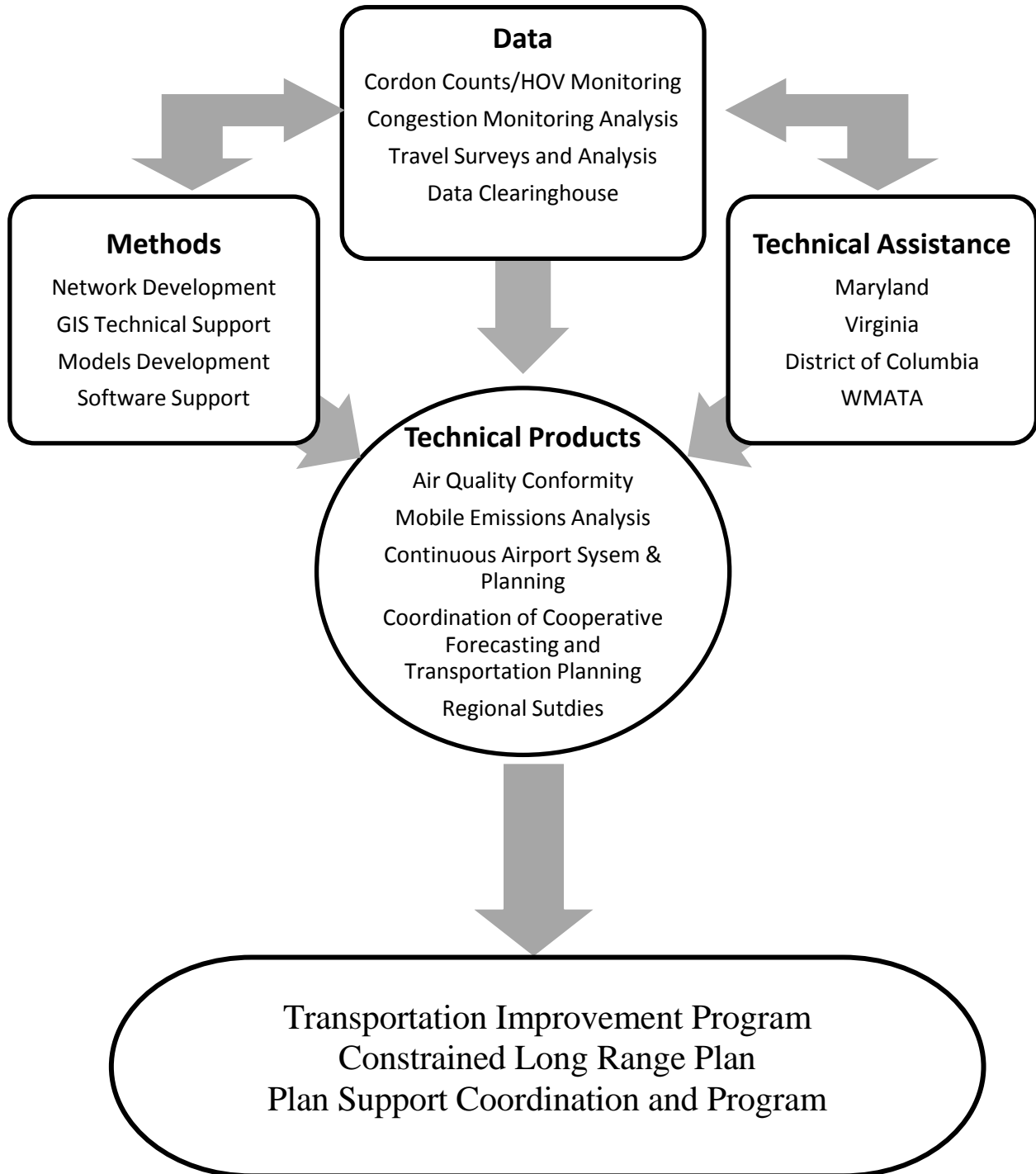


Figure 6: Visual Representation of UPWP Work Activity Relationships

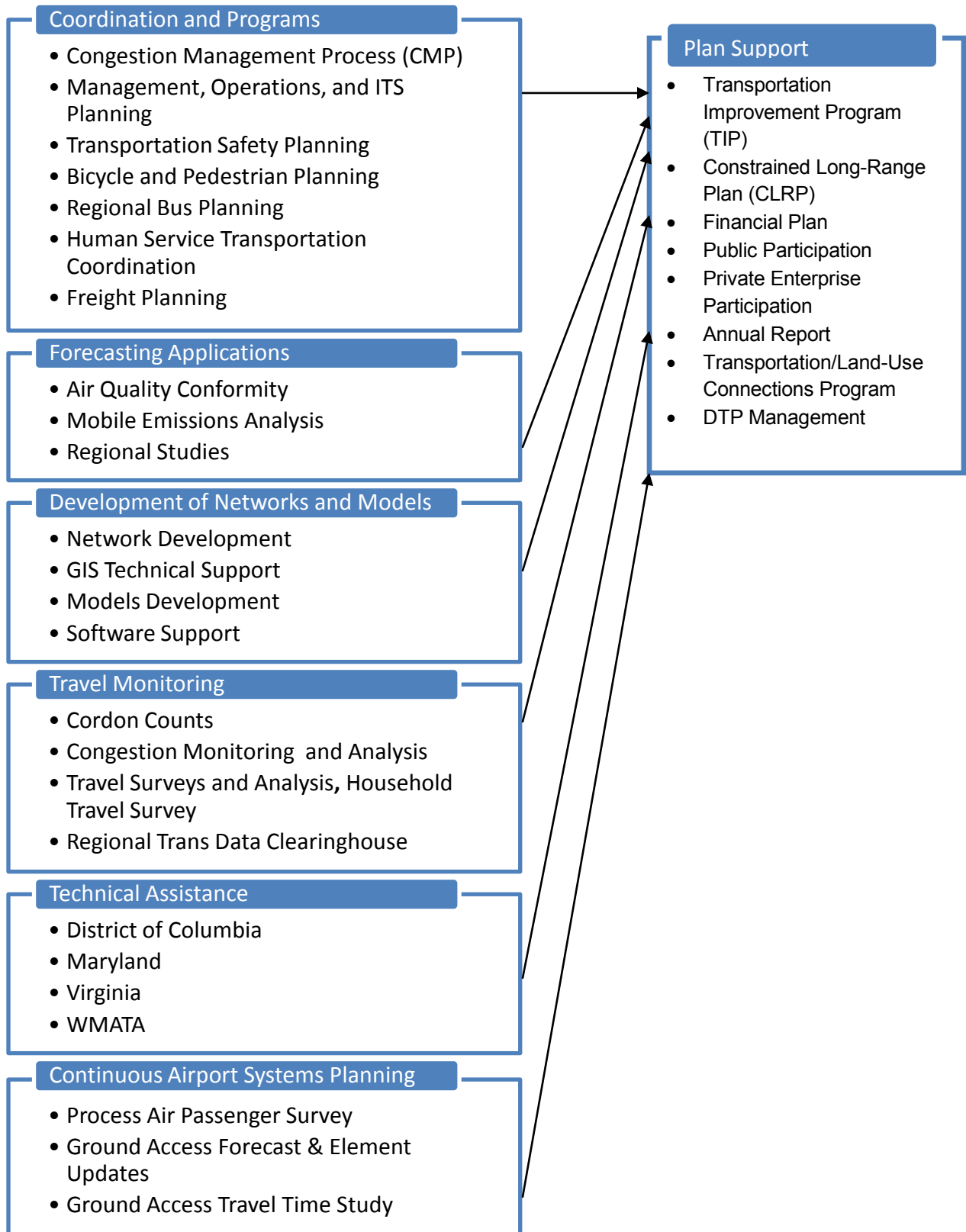


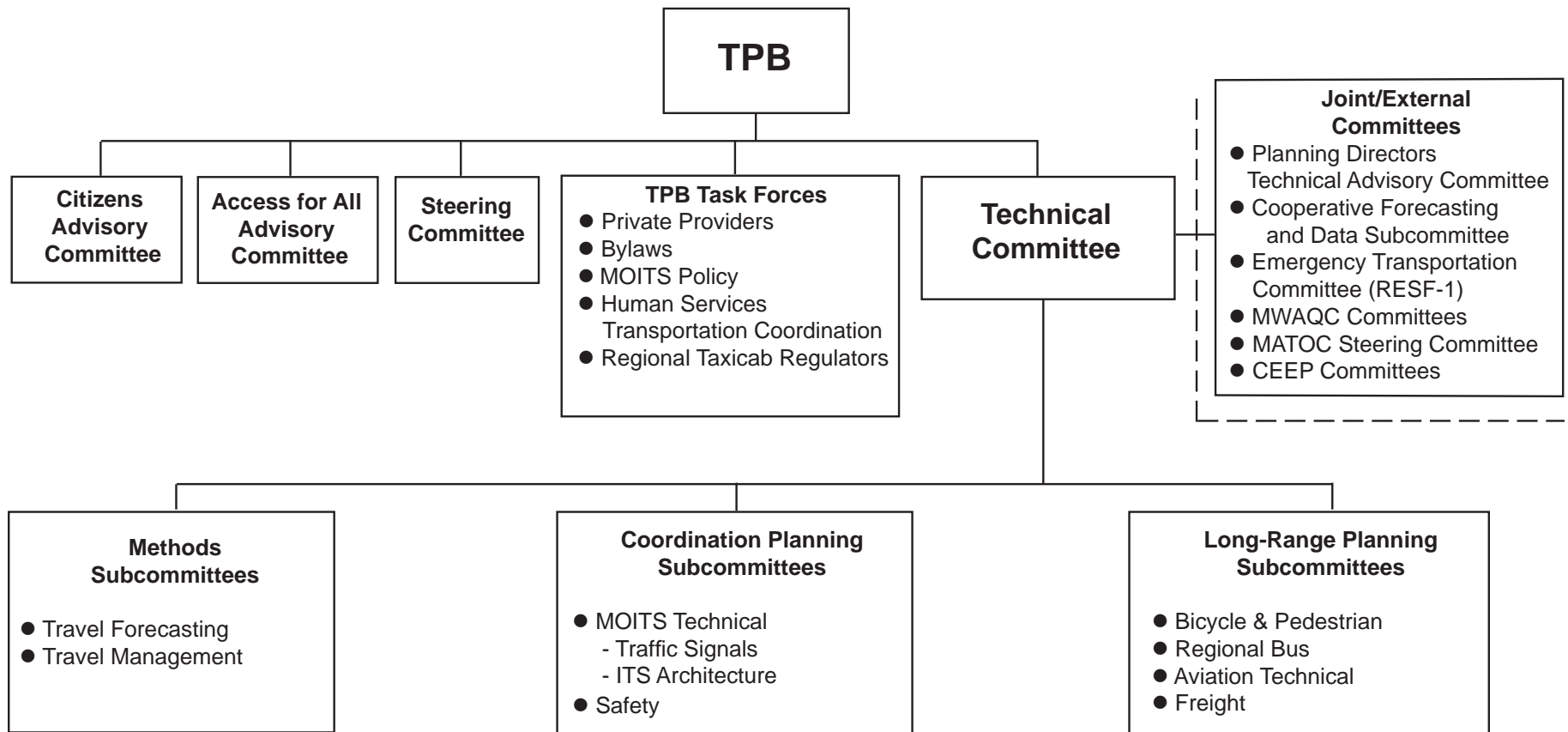
TABLE 2
TPB FY 2013 WORK PROGRAM BY FUNDING SOURCES

WORK ACTIVITY	TOTAL COST	FTA/STATE/ LOCAL	FHWA/STATE/ LOCAL	OTHER FUND
1. PLAN SUPPORT				
A. Unified Planning Work Program (UPWP)	70,700	15,490	55,210	
B. Transp Improvement Program (TIP)	240,600	52,716	187,884	
C. Constrained Long-Range Plan	588,400	128,919	459,481	
D. Financial Plan	64,000	14,022	49,978	
E. Public Participation	421,900	92,438	329,462	
F. Private Enterprise Participation	18,300	18,300		
G. Annual Report	80,100	17,550	62,550	
H. Transportation/Land Use Connection Progr	395,000	86,545	308,455	
I. DTP Management	452,100	99,055	353,045	
Subtotal	2,331,100	525,035	1,806,065	
2. COORDINATION and PROGRAMS				
A. Congestion Management Process (CMP)	205,000	44,916	160,084	
B. Management, Operations, and ITS Planning	340,300	74,560	265,740	
C. Emergency Preparedness Planning	75,400	16,520	58,880	
D. Transportation Safety Planning	125,000	27,388	97,612	
E. Bicycle and Pedestrian Planning	108,700	23,816	84,884	
F. Regional Bus Planning	100,000	21,910	78,090	
G. Human Service Transportation Coordination	114,800	25,153	89,647	
H. Freight Planning	150,000	32,865	117,135	
I. MATOC Program Planning Support	120,000	26,292	93,708	
Subtotal	1,339,200	293,419	1,045,781	
3. FORECASTING APPLICATIONS				
A. Air Quality Conformity	563,200	123,397	439,803	
B. Mobile Emissions Analysis	640,100	140,246	499,854	
C. Regional Studies	516,300	113,122	403,178	
D. Coord Coop Forecasting & Transp Planning	806,800	176,770	630,030	
Subtotal	2,526,400	553,535	1,972,865	
4. DEVELOPMENT OF NETWORKS/MODELS				
A. Network Development	769,700	168,642	601,058	
B. GIS Technical Support	548,800	120,242	428,558	
C. Models Development	1,071,200	234,700	836,500	
D. Software Support	178,900	39,197	139,703	
Subtotal	2,568,600	562,781	2,005,819	
5. TRAVEL MONITORING				
A. Cordon Counts	250,800	54,950	195,850	
B. Congestion Monitoring and Analysis	350,000	76,685	273,315	
C. Travel Surveys and Analysis				
Household Travel Survey	706,300	154,751	551,549	
D. Regional Trans Data Clearinghouse	317,900	69,652	248,248	
Subtotal	1,625,000	356,038	1,268,962	
Core Program Total (I to V)	10,390,300	2,290,809	8,099,491	
6. TECHNICAL ASSISTANCE				
A. District of Columbia	371,600	40,221	331,379	
B. Maryland	623,000	67,431	555,569	
C. Virginia	509,200	55,114	454,086	
D. WMATA	195,200	195,200		
Subtotal	1,699,000	357,966	1,341,034	
Total, Basic Program	12,089,300	2,648,775	9,440,525	
7. CONTINUOUS AIRPORT SYSTEM PLANNING				
A. Ground Access Element Update - Phase 1	180,800			180,800
B. Process 2011 Air Passenger Survey - Phase 2	115,000			115,000
C. Update Ground Access Forecasts - Phase 1	50,000			50,000
Subtotal	345,800			345,800
GRAND TOTAL	12,435,100	2,648,775	9,440,525	345,800

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

WORK ACTIVITY	DIRECT SALARIES DTP STAFF	DIRECT SALARIES OTHER COG STAFF	M & A 24%	LEAVE BENEFITS 19%	FRINGE BENEFITS 24%	INDIRECT COSTS 37%	DATA & PC COSTS	CONSULTANT	DIRECT COSTS	TOTAL
1. PLANS SUPPORT										
A. Unified Planning Work Program	28,164	0	6,759	6,635	9,974	19,067	100	0	0	70,700
B. Transportation Improvement Program	75,955	0	18,229	17,895	26,899	51,422	200	50,000	0	240,600
C. Constrained Long-Range Plan	208,776	15,000	53,706	52,722	79,249	151,497	1,250	25,000	1,200	588,400
D. Financial Plan	25,531	0	6,127	6,015	9,042	17,285	0	0	0	64,000
E. Public Participation	133,998	0	32,160	31,570	47,455	90,718	0	85,000	1,000	421,900
F. Private Enterprise Participation	7,300	0	1,752	1,720	2,585	4,942	0	0	0	18,300
G. Annual Report	21,881	0	5,251	5,155	7,749	14,814	0	5,000	20,250	80,100
H. Transportation/Landuse Connection Program	41,887	0	10,053	9,869	14,834	28,358	0	290,000	0	395,000
I. DTP Management	96,779	0	23,227	22,801	34,274	65,520	0	10,000	199,500	452,100
Subtotal	640,271	15,000	157,265	154,382	232,060	443,622	1,550	465,000	221,950	2,331,100
2. COORDINATION PLANNING										
A. Congestion Management Process	81,779	0	19,627	19,267	28,962	55,365	0	0	0	205,000
B. Management, Operations, & ITS Planning	115,807	0	27,794	27,284	41,012	78,402	0	50,000	0	340,300
C. Trans. Emergency/Security Planning	-229	30,308	7,219	7,087	10,652	20,364	0	0	0	75,400
D. Transportation Safety Planning	39,892	0	9,574	9,399	14,128	27,007	0	25,000	0	125,000
E. Bicycle and Pedestrian Planning	43,363	0	10,407	10,216	15,357	29,357	0	0	0	108,700
F. Regional Bus Planning	39,892	0	9,574	9,399	14,128	27,007	0	0	0	100,000
G. Human Service Transportation Coordination	45,808	0	10,994	10,792	16,222	31,012	0	0	0	114,828
H. Freight Planning	59,838	0	14,361	14,098	21,191	40,511	0	60,000	0	150,000
I. MATOC Program Planning & Support	23,935	0	5,744	5,639	8,477	16,204	0	0	0	120,000
Subtotal	450,086	30,308	115,295	113,181	170,129	325,229	0	135,000	0	1,339,228
3. FORECASTING APPLICATIONS										
A. Air Quality Conformity	199,701	17,792	52,198	51,241	77,024	147,244	0	0	18,000	563,200
B. Mobile Emissions Analysis	180,984	47,240	54,774	53,770	80,824	154,509	0	50,000	18,000	640,100
C. Regional Studies	118,408	51,900	40,874	40,125	60,314	115,300	25,481	60,000	3,899	516,300
D. Coordination Cooperative Forecasting and Transportation Planning	131,214	167,500	71,691	70,377	105,788	202,231	55,500	0	2,500	806,800
Subtotal	630,306	284,432	219,537	215,512	323,949	619,283	80,981	110,000	42,399	2,526,400
4. DEVELOPMENT OF NETWORKS/MODELS										
A. Network Development	295,682	0	70,964	69,663	104,714	200,178	0	25,000	3,500	769,700
B. GIS Technical Support	194,994	0	46,798	45,940	69,056	132,012	50,000	0	10,000	548,800
C. Models Development	341,678	0	82,003	80,499	121,003	231,318	0	200,000	14,700	1,071,200
D. Software Support	70,569	0	16,626	16,226	24,992	47,776	0	0	2,000	178,900
Subtotal	902,922	0	216,701	212,729	319,765	611,283	50,000	225,000	30,200	2,568,600
5. TRAVEL MONITORING										
A. Cordon Counts	62,431	0	14,984	14,709	22,110	42,266	0	0	94,300	250,800
B. Congestion Monitoring and Analysis	126,559	0	30,374	29,817	44,820	85,681	0	10,000	22,749	350,000
C. Travel Surveys and Analysis Household Travel Survey	106,193	0	25,486	25,019	37,608	71,893	16,500	400,000	23,600	706,300
D. Regional Transportation Clearinghouse	106,871	0	25,649	25,179	37,848	72,353	50,000	0	0	317,900
Subtotal	402,055	0	96,493	94,724	142,385	272,193	66,500	410,000	140,649	1,625,000
Core Program Total (1 to 5)	3,025,641	329,740	805,291	790,528	1,188,288	2,271,611	199,031	1,345,000	435,198	10,390,328
6. TECHNICAL ASSISTANCE										
A. District of Columbia	105,954	0	25,429	24,963	37,523	71,731	0	66,000	40,000	371,600
B. Maryland	171,736	0	41,217	40,461	60,819	116,266	0	190,000	2,500	623,000
C. Virginia	177,202	0	42,528	41,749	62,755	119,966	0	30,000	35,000	509,200
D. WMATA	31,595	0	7,583	7,444	11,189	21,390	0	116,000	0	195,200
Subtotal	486,487	0	116,757	114,616	172,286	329,354	0	402,000	77,500	1,699,000
TOTAL BASIC PROGRAM	3,512,128	329,740	922,048	905,144	1,360,574	2,600,965	199,031	1,747,000	512,698	12,089,328
7. CONTINUOUS AIRPORT SYSTEM PLANNING CASP TOTAL	137,948	0	33,107	32,500	48,853	93,391	0	0	0	345,800
8. SERVICE/SPECIAL PROJECTS	0	0	0	0	0	0	0	0	0	0
GRAND TOTAL	3,650,075	329,740	955,156	937,644	1,409,428	2,694,356	199,031	1,747,000	512,698	12,435,128

Figure 7
TPB Committee Structure



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III. MAJOR WORK ACTIVITIES

1. PLAN SUPPORT

A. THE UNIFIED PLANNING WORK PROGRAM (UPWP)

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

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

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

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

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

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

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

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

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

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

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

B. THE TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

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

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

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

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

The TIP Schedule and Project Selection

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

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

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

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

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

Annual Listing of TIP Projects that Have Federal Funding Obligated

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

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

C. CONSTRAINED LONG-RANGE TRANSPORTATION PLAN (CLRP)

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

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

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

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

The 2012 CLRP

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

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

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

The 2013 CLRP

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

Environmental Consultation

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

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

Climate Change Adaptation

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

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

D. FINANCIAL PLAN

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

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

The Transportation Improvement Program

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

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

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

E. PUBLIC PARTICIPATION

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

Work activities include:

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

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

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

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

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

Oversight: Transportation Planning Board

Cost Estimate: \$421,900

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

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

F. PRIVATE ENTERPRISE PARTICIPATION

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

The following activities are anticipated:

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

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

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

G. TPB ANNUAL REPORT AND TPB NEWS

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

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

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

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

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

H. TRANSPORTATION/LAND USE CONNECTION (TLC) PROGRAM

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

The following activities are proposed for FY 2013:

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

Oversight: TPB Technical Committee

Cost Estimate: \$395,000

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

Schedule: Technical assistance: September 2012-June 2013

I. DTP MANAGEMENT

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

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

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

Oversight: Transportation Planning Board

Cost Estimate: \$452,100

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

Schedule: Ongoing throughout the year

2. COORDINATION AND PROGRAMS

A. CONGESTION MANAGEMENT PROCESS (CMP)

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

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

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

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

- Undertake activities to address the federal requirement for a regional Congestion Management Process component of the metropolitan transportation planning process.
- Include information from regional Travel Monitoring programs (see Section 5 of the UPWP) addressing congestion and reliability, as well as information on non-recurring congestion as examined in the Management, Operations, and Intelligent Transportation Systems (MOITS) program (see also Task 2.B.).
- Identify and assess strategies that address congestion, in coordination with MOITS, the Metropolitan Area Transportation Operations Coordination Program (see also Task 2.1), the Air Quality Conformity program (see also Task 3.A.), and the regional Commuter Connections Program (see www.commuterconnections.org).
- Analyze transportation systems condition data archives from private sector

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

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

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

Cost Estimate: \$205,000

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

Schedule: Monthly

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

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

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

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

C. TRANSPORTATION EMERGENCY PREPAREDNESS PLANNING

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

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

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

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

Cost Estimate: \$75,400

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

Schedule: Monthly

D. TRANSPORTATION SAFETY PLANNING

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

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

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

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

E. BICYCLE AND PEDESTRIAN PLANNING

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

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

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

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

F. REGIONAL BUS PLANNING

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

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

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

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

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

G. HUMAN SERVICE TRANSPORTATION COORDINATION

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

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

Proposed work activities include:

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

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

Oversight: Transportation Planning Board

Cost Estimate: \$114,800

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

Schedule: June 2013

H. FREIGHT PLANNING

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

- Support the Regional Freight Subcommittee.

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

Oversight: TPB Freight Subcommittee

Cost Estimate: \$150,000

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

Schedule: Bimonthly

I. METROPOLITAN AREA TRANSPORTATION OPERATIONS COORDINATION PROGRAM PLANNING

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

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

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

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

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

3. FORECASTING APPLICATIONS

A. AIR QUALITY CONFORMITY

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

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

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

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

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

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

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

B. MOBILE EMISSIONS ANALYSIS

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

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

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

Connections Program by analyzing TERMS applicable to this program.

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

Oversight: Technical Committee in consultation with MWAQC
Technical committees

Cost Estimate: \$640,100

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

Schedule: June 2013

C. REGIONAL STUDIES

Regional Transportation Priorities Plan

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

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

Task 1: Reaffirm Regional Goals and Agree Upon Performance Measures

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

that quantify near and long term progress toward these regional goals

Task 2: Determine Regional Challenges and Strategies to Address Them

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

Task 3: Develop Regional Priorities, Both Funded and Unfunded

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

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

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

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

Support for COG's Region Forward

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

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

Prepare Grant Applications for US DOT Grant Funding Programs

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

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

D. COORDINATION OF COOPERATIVE FORECASTING AND TRANSPORTATION PLANNING PROCESSES

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

The following work activities are proposed for FY 2013:

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

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

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

Oversight: Technical Committee

Estimated Cost: \$806,800

Products: Coordination of Land Use and Transportation Planning

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

Schedule: June 2013

4. DEVELOPMENT OF NETWORKS AND MODELS

A. NETWORK DEVELOPMENT

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

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

Oversight: Travel Forecasting Subcommittee

Cost Estimate: \$769,700

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

based network coding practices and procedures.

Schedule: June 2013

B. GIS TECHNICAL SUPPORT

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

The following work activities are proposed for FY 2013:

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

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

C. MODELS DEVELOPMENT

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

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

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

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

D. SOFTWARE SUPPORT

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

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

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

applications.

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

Oversight:	TPB Technical Committee
Cost Estimate:	\$178,900
Products:	Sensitivity tests, feasibility analyses and research on hardware/software systems; DTP staff training in various software packages (e.g., CUBE/Voyager, MOVES2010 etc.)
Schedule:	June 2013

5. TRAVEL MONITORING

A. CORDON COUNTS

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

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

B. CONGESTION MONITORING AND ANALYSIS

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

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

C. TRAVEL SURVEYS AND ANALYSIS

Household Travel Survey

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

The following work activities are proposed for FY 2013:

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

Oversight: Travel Forecasting Subcommittee

Estimated Cost: \$706,300

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

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

Schedule: June 2013

D. REGIONAL TRANSPORTATION DATA CLEARINGHOUSE

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

The following work activities are proposed for FY 2013:

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

Oversight: Technical Committee

Estimated Cost: \$317,900 total

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

Schedule: June 2013

6. TECHNICAL ASSISTANCE

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

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

A. DISTRICT OF COLUMBIA

1. Program Development, Data Requests and Miscellaneous Services

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

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

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

2. Traffic Counts and Highway Performance Management System (HPMS) Support

This task will include procurement of a contractor to perform 7-day vehicle classification counts and 3-day traffic volume machine counts on roadway segments and grade-separated ramps that part of DDOT's traffic counting program. A total of approximately 200 traffic counts and 60 ramp counts will be performed city-wide at locations specified by DDOT's HPMS Coordinating Committee. DTP staff will also provide quality control checking of the traffic counts conducted by the contractor and provide technical support to

DDOT in preparation of its annual HPMS submittal. This technical support will include processing of the traffic counts into average annual daily traffic (AADT) volumes, growth factoring of AADT volumes, and preparation of vehicle classification summaries of daily travel activity and preparation of traffic volume metadata.

Cost Estimate: \$235,000
Product: Machine traffic counts and HPMS submittal support
Schedule: June 2013

3. Bicycle Counts

This task includes collection of bicycle counts at locations specified by DDOT staff.

Cost Estimate: \$55,000
Product: Bicycle count files
Schedule: June 2013

4. Weigh In Motion (WIM) Station Analysis

This task includes data collection at the District's WIM station on I-295 and the nearby truck scales in conjunction with DDOT and the Metropolitan Police Department and subsequent analysis of the data to assess the difference in reported vehicle weights.

Cost Estimate: \$20,000
Product: Data and technical memorandum
Schedule: June 2013

5. Peak Period Street Restrictions Inventory

This task will develop a GIS-based inventory of District streets with peak period travel restrictions (e.g., No Standing). Data will be compiled from existing sources and field collection.

Cost Estimate: \$20,000
Product: Data and maps
Schedule: June 2013

6. Other Tasks to be Defined

Other tasks are anticipated but not yet defined

Cost Estimate: \$31,600

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

B. MARYLAND

1. Program Development Management

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

Cost Estimate: \$30,000

Schedule: On-going activity

2. Project Planning Studies

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

Cost Estimate: \$130,000

Schedule: On-going activity

3. Feasibility/Special Studies

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

Cost Estimate: \$160,000

Schedule: On-going activity

4. Transportation Performance Measures

Project Level Evaluation: SHA requires measurable results on system performance benefits in order to compare the relative merits of individual projects proposed for implementation or for use in refining the Maryland Highway Needs Inventory. Such results will assist in determining priorities among the projects to maximize the benefits of the transportation planning and programming process. The results could be expressed in terms of Levels of Service, Travel Delay and mobility criteria, which will be defined and estimated at the appropriate local, subarea, corridor and / or regional levels to enable a consistent assessment of specified projects.

Sub-Item Cost Estimate: \$10,000

Schedule: On-going activity

System Wide Evaluation: This work effort is designed: (1) to provide MDOT and SHA staff with information relating to the effectiveness of ongoing and planned regional congestion monitoring activities in the Maryland portion of the region, (2) to examine the effectiveness of such programs, including the use of before and after studies (primarily through literature reviews and analysis of existing data rather than through new collection of primary data), and (3) to evaluate the environmental impacts of projects in terms of GHG and possibly other pollutants. TPB staff will periodically brief MDOT and SHA staff to keep them informed of regional congestion monitoring activities and to discuss possible new initiatives.

Sub-Item Cost Estimate: \$13,000

Schedule: On-going activity

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

Sub-Item Cost Estimate: \$10,000

Schedule: On-going activity

Cost Estimate: \$33,000

Schedule: On-going activity

5. Training /Miscellaneous Technical Support

This work task will account for coordination on periodic updates of the transportation networks, land use files, and the model itself with MDOT, SHA and other modals. This task will also account for various presentations and training activities for MDOT, SHA and other

modal staff on the latest regional data and modeling procedures. Staff will continue to coordinate with MDOT, SHA and other modal staff on applications of modeling procedures on projects carried at the state level.

Cost Estimate: \$10,000
Schedule: On-going activity

6. Statewide Transportation Model Support

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

Cost Estimate: \$60,000
Product: Technical Memoranda
Schedule: June 2013

7. Transportation / Land Use Connections Program

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

Cost Estimate: \$160,000
Product: Grant awards, technical reports from contractors
Schedule: June 2013

8. Human Services Transportation Study

Pursuant to the National Capital Region's Human Service Transportation Coordination Plan, we propose an in-depth study of existing and forecast unmet need for specialized transportation in the region for the purpose of identifying alternate service delivery models and funding mechanisms. With the substantial shift of these services from being provided by human service agencies to the public transit industry, gaps have been observed in the level of service provided by ADA paratransit and the level of service required by human service agency constituents. The proposed study would include (1) a gap analysis between the two levels of service and an inventory of unmet need for the higher level of service; (2)

research, perhaps in the form of case studies, on the specific needs of human service agencies and an assessment of their existing and potential ability to provide transportation services at the desired service level; and (3) an examination of the resources and funding mechanisms available from public transit and human service agencies and their funding jurisdictions to empower human service agencies to become self-sufficient in addressing their constituents' transportation needs.

The total budget is \$90,000. Funding will include \$60,000 from WMATA and \$30,000 from the MDOT Technical Assistance Program.

Cost Estimate:	\$30,000
Product:	Study report
Schedule:	June 2013

9. Other Tasks yet to be defined

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

Cost Estimate:	\$10,000
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TOTAL MARYLAND COST ESTIMATE: \$ 623,000

C. VIRGINIA

1. Program Development And Data/Documentation Processing

This work element accounts for DTP staff time associated with the administration of this Technical Assistance work program throughout the year. Work activities would involve meetings with participating agencies to discuss proposed/new projects, development of monthly progress reports, budgetary reporting and technical quality control. This work task also includes staff time to process requests for data/documents from Northern Virginia as advised by VDOT throughout the year.

Cost Estimate:	\$25,000
Product:	Data, documentation, scopes of work, progress reports
Schedule:	On-going activity

2. Travel Monitoring and Surveys

This program will establish a continuous travel monitoring program for major commuting routes in Northern Virginia, with a goal of sampling each route on a 2-3 year cycle. Collected data and analysis may include volume and occupancy data, travel time data, and other information. The program will also include collection of bicycle and pedestrian data at various locations throughout Northern Virginia, as identified by VDOT.

Cost Estimate:	\$125,000
Products:	Program management plan, data and analysis, technical memoranda
Schedule:	On-going activity

3. Travel Demand Modeling

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

Cost Estimate:	\$50,000
Products:	Customized travel demand model, technical memoranda
Schedule:	On-going activity

4. Regional and Sub-regional Studies

This project provides support for technical analysis for planning studies throughout the year as identified and requested VDOT and/or VDRPT. Work may include but not limited to technical support in ongoing corridor/subarea studies, initiation of new studies ranging from major new corridor analyses to the development of travel demand forecasts for individual facilities. The Commonwealth requires VDOT to review and comment on the technical reports for a variety of local development proposals. Such reports are referred to as "Section 527 reports." Tasks undertaken under this work element could involve staff assisting VDOT in the review and/or analysis of such Section 527 reports. Staff may also assist VDOT in its work on a system-wide evaluation designed to provide information relating to the effectiveness of ongoing and planned projects and programs aimed to address the congestions and mobility challenges in Northern Virginia. This evaluation could be examined in terms of level of service, delay, and other mobility criteria, which will be defined and estimated at the appropriate local, subarea, corridor and / or regional levels to enable a consistent assessment of specified projects/programs.

Cost Estimate: \$223,152

Products: Travel demand modeling and technical analysis in support of Northern Virginia regional and sub-regional planning studies

Schedule: On-going activity

5. Other Tasks to be Defined

Other tasks are anticipated but not yet defined.

Cost Estimate: \$86,048

TOTAL VIRGINIA COST ESTIMATE: \$509,200

D. WMATA

1. Program Development

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

Cost Estimate: \$5,200

Schedule: on-going activity

2. Miscellaneous Services

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

Cost Estimate: \$5,000

Schedule: on-going activity

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

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

Cost Estimate: \$50,000

Schedule: May 2013

4. Geocode and Tabulate Jurisdiction of Residence for 2012 Rail Passenger Survey

This project will geocode and tabulate the jurisdiction of residence for the WMATA rail passenger survey to be conducted in Spring 2012. TPB Staff will conduct the following tasks:

- a) Geocode weekday ridership survey home addresses;
- b) Geocode Saturday ridership survey home addresses;
- c) Run allocation procedures on file to assign TAZ level geography to questionnaires with blank or incomplete address fields; and
- d) Verify jurisdiction of residence for survey responses.

Cost Estimate: \$75,000

Product: Rail passenger survey files(s) with TAZ geocodes and other appropriate geo-processing and weighted flags appended to each survey record.

Schedule: January 2013

5. Human Services Transportation Study

Pursuant to the National Capital Region's Human Service Transportation Coordination Plan, we propose an in-depth study of existing and forecast unmet need for specialized transportation in the region for the purpose of identifying alternate service delivery models and funding mechanisms. With the substantial shift of these services from being provided by human service agencies to the public transit industry, gaps have been observed in the level of service provided by ADA paratransit and the level of service required by human service agency constituents. The proposed study would include (1) a gap analysis between the two levels of service and an inventory of unmet need for the higher level of service; (2) research, perhaps in the form of case studies, on the specific needs of human service agencies and an assessment of their existing and potential ability to provide transportation services at the desired service level; and (3) an examination of the resources and funding mechanisms available from public transit and human service agencies and their funding jurisdictions to empower human service agencies to become self-sufficient in addressing their constituents' transportation needs.

The total project budget is \$90,000. Funding will include \$60,000 from WMATA and \$30,000 from the MDOT Technical Assistance Program.

Cost Estimate: \$60,000

Product: Study report

Schedule: June 2013

TOTAL WMATA COST ESTIMATE: \$195,200

7. CONTINUOUS AIRPORT SYSTEM PLANNING PROGRAM

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

Ground Access Element Update

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

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

Cost Estimate: \$180,800

Process 2011 Air Passenger Survey

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

characteristics of ground access trips. Analysis concludes with the production of summary tables and charts, and GIS-based maps that will be incorporated the final survey report. The products for this phase will be the preparation of a summary findings and a final full technical report.

Cost Estimate: \$ 115,000

Update Ground Access Forecasts – Phase 1

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

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

Cost Estimate: \$ 50,000

TOTAL CASP COST ESTIMATE: \$345,800

8. SERVICE/SPECIAL PROJECTS

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

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

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

Systems Planning: Develop plans and policies to improve citywide transportation systems and services. Promote a transportation system that includes bicycle and pedestrian safety that is efficient, effective and safe for multi-modal users. Conduct transportation and livability studies and develop programs which encourages safe and accessible non-vehicular modes of transportation.

Strategic State and Regional Planning: Ensure the District complies with the planning requirements of CFR 23 part 420 by maintaining and improving the safety of all components of the transportation system. Ensures projects contained in the Transportation Improvement Plan (TIP) are adequate and meets the requirements of the Safe, Accountable, Flexible, and Efficient Transportation Equity Act: Legacy for Users (SAFETEA-LU). Coordinate regional planning activities with larger regions and advance regional decision making.

Environment Excellence: Integrate environment management tools while developing processes to improve environmental performance. Ensure the compliance of the federal Clean Air Act as required by FHWA regulations.

Context Sensitive Solutions: Provide context sensitive solutions for transportation impact and development projects and ensure site plans are in proper compliance while maintaining system efficiency and safety.

Data Collection and Analysis: Protect the quality of the District's roadways, alleys, and sidewalks and implement a system for managing highway pavement and bridges. Maintain an inventory and condition assessment of all assets; and maintain current highway system mileage, fuel consumption and financial statistics as an integral part of the federal planning process.

Traffic Safety Data Collection: Collect vehicle and pedestrian crash data and disseminate to the appropriate office. Improve and increase the safety of transportation systems on city streets and highways for motorist and non-motorist users.

Metropolitan Planning: Describes the regional transportation planning and special technical assistance projects proposed to be undertaken July 1, 2012 through June 30, 2013 by COG/TPB staff in cooperation with state and local agencies and WMATA.

Program Funding: The FY 2013 SPR Program funding is \$3,265,788 (Federal = \$2,612,630.40 and District = \$653,157.60).

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

I. Systems and Programming

A. Programs

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

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

2. Local Government Liaison

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

3. Long Range Planning

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

II. Traffic

A. Traffic Monitoring Program

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

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

III. Metropolitan Planning Organization Liaison

A. Urbanized Areas

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

IV. Highway Statistics

A. Mileage

Federal System

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

B. State, County and Municipal Highway Systems

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

C. Highway Performance and Monitoring System

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

V. Special Studies

A. Preliminary Studies

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

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

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

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

**1. METROPOLITAN PLANNING ACTIVITIES:
(\$242,748 requested: \$194,198 Fed; \$48,550 State Match)**

This element represents the various activities undertaken by NoVA District VDOT) Planning and Investment Management staff (with support from the VDOT Central Office staff as needed) in the development and implementation of the various elements / work tasks in the MPOs FY 2013 Unified Planning Work Program (UPWP) and the annual work program of the Metropolitan Washington Air Quality Committee and the regional Climate, Energy, Environment Policy Committee. Planned work items, to be conducted mostly by in-house staff, include:

1. The Department's participation in all work activities associated with the work programs of the: (a) Transportation Planning Board (TPB), (b) Metropolitan Washington Air Quality Committee (MWAQC), and (c) Climate Energy, Environment Policy Committee (CEEPC);
2. Oversight of the TPB/MWCOG activities such as: development/update of the CLRP, TIP, regional air quality conformity analysis, regional Freight plan, Congestion Management Program report, Commuter Connections program and other regional studies undertaken by the MPO (e.g., Regional Priorities Plan, Regional Transit Improvement Hot Spots).
3. Regional air quality planning related activities undertaken by MWAQC and CEEPC include: development of PM2.5 Maintenance Plan, Ground level Ozone NAAQS Attainment SIP, Clean Air Partners program, voluntary action to help reduce regional Greenhouse gases.

**2. STATE WIDE / SUBREGIONAL PLANNING ACTIVITIES:
(\$428,750 requested: \$343,000 Fed., \$85,750 State Match)**

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

1. Planning studies: Corridor and sub-area studies to identify either multi-modal or mode specific improvements to the transportation system addressing specific congestions / mobility challenges in the near, mid or long term. Examples of such studies currently underway in FY 2012 (some of which are likely to continue into the next FY) include: I-66 Multi modal Study inside the Beltway; VA 7 / Rte. 287 Interchange improvements, Town of Middelburg

Bike Plan study. New studies anticipated to involve the District's planning staff's effort include: VTrans 2040 update, STARS II, Route 29 & Buckland Area Transportation Improvement Study and a District wide Project Prioritization study. Additional details on these two studies are provided in Part B.

2. Project planning and development activities that the District staff are anticipated to be working on include: development of traffic forecasts for the use in project design (LD 104) and environmental (Air & Noise) studies for projects; review of traffic forecasts developed by VDOT's consultants for construction projects; review impact studies for environmental division and data entry into the Statewide Planning System (SPS) database maintained by the Central Office.
3. Regional planning activities staff is anticipated to be involved include staffing the Northern Virginia Transportation Authority committees, update of the TransAction2040 study, the VA/MD/DC joint Southside Transit study, and completion of the FY 2012 local planning studies – Rte 7/287 Interchange study, Middelburg Bike Plan study. Additional staff will continue to implement the sub-regional Bike/Ped. count program and serve as the District's Bicycle 7 Pedestrian Coordinator assisting localities, the MPO and the District in the plan, review and implementation of Bike/Ped projects.

A brief description of the some of the ongoing regional planning activities follows.

1. NoVA Bike / Pedestrian Count Program

Since July, 2005, NoVA Transportation Planning Section has conducted a bike / ped count program along various bike/ped facilities (trails) in Northern Virginia. The District office planning section staff works with local jurisdictions in this effort. The counts are collected by the staff/consultants of the Metropolitan Washington Council of Governments under VDOT's Technical Assistance program of the UPWP using PL funds. SPR funding provided is used for NoVA VDOT staff time in implementing the program which includes coordination with local jurisdictions, with MWCOCG staff in the collection, review and finalization of counts and other related activities.

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

- Establish a baseline of usage trends per locale of our current bike and pedestrian community
- Establish historical data for use by other sections/divisions as well as local jurisdictions
- Perform further studies and provide supporting information for future needs

- Determine various characteristics of bicyclists and pedestrian movements
 - Establish critical locations for follow-up
 - Assess the effectiveness and accuracy of the NoVA Bikeway and Trails Network
 - Determine if, and by how much, bike/ped usage is increasing in our region
 - Help prioritize project administration / funding and develop the most cost effective methods for obtaining information useful to the department.
2. Chapter 527 Reviews: SPR funds provided are used for Transportation Planning in-house staff time to complete reviews during FY 13, following Chapter 527 guidance, in the following areas: attendance at scoping and coordination meetings, review of Comprehensive Plan amendments or updates and Traffic Impact statements associated rezoning and site plan submissions. The process may include: review of model and census data for development of background growth rates and distribution patterns; non-auto trip reduction investigations and evaluations; related assistance to local jurisdictions and coordination with other sections, as needed. The project will also include consultation with appropriate agencies and local jurisdictional staff.
 3. TransAction 2040 Study Support: The NoVA Transportation Authority (NVTA) is updating its TransAction 2030 Plan, which was adopted by Northern Virginia jurisdictions in 2006. The updated Plan will be called TransAction 2040 and will have 2040 as its horizon year. The SPR funding provided will be used towards VDOT Transportation Planning section staff to participate in all aspects of this study including: attending technical and policy committee meetings; reviewing technical products developed by staff and consultants of the Study, and providing VDOT's inputs and comments throughout the study process. The NVTA anticipates completing the study by the end of 2012 (second quarter of FY 2013).

NoVA VDOT Transportation Planning section envisions using VDOT TMPD's "On-call" consultant support (managed by VDOT's Central Office) to undertake short term, limited scope studies identified during fiscal year 2013. The on call consultant service program provides technical assistance to each of the District on an as needed basis subject to availability of funds and expertise available with the consultant. The NoVA District anticipates requesting such assistance during FY 2013 but does not, at this time, have specific projects identified. The two projects initiated in FY 2012 will be completed during the first quarter of FY 2012 – and these are: (1) Middelburg Bike Plan and (2) Rte 7/287 Interchange Improvements. Examples of studies completed in the past using such consultant support include: (a) Operational analysis of selected near-term improvements to Route 7 in the Sterling area, (b) Study of highway / rail co-location in Tysons Corner, (c) Study of American Legion Bridge commuter origins / destinations, and (d) Studies of possible transportation improvements in Annandale.

B. SPR Funds for Special Studies to be conducted by Consultants or entities other than District staff (list each study individually)

1. Route 29 & Buckland Area Transportation Improvement Study
(\$250,000 Total for FY 13; \$200,000 Federal, \$50,000 State match)

The purpose of this planning study will be to identify a package of multi-modal improvements to address the prevalent congestion and mobility challenges along Route 29/Route 15 between the I-66/Rte 15 interchange and the Route 29/Route 215 (Vint Hill Road) intersection while preserving the Historic Buckland District. The study will examine earlier studies such as the 2007 Buckland/Gainesville Bypass Study. The study will examine current and planned land use, traffic patterns and demand and propose conceptual multi-modal solutions for consideration by the localities and the State for further development. The study is anticipated to be spread over two fiscal years, starting FY 2013 and will be executed by a consultant to be procured for the purpose. The District's planning section will lead the study (with assistance from TMPD staff) working with staff from other disciplines such as Preliminary Engineering, Environmental and Traffic Operations. Since the Study is anticipated to document and quantify existing and forecast congestion/mobility problems and develop multi-modal improvements, if needed, preliminary estimate for the study is for \$500,000 over two fiscal years. A more detailed purpose and need and scope for the study will be undertaken upon indication of availability of SPR funding which will help refine the cost estimates.

2. District wide Project Prioritization
(\$250,000 Total for FY 13; \$200,000 Federal, \$50,000 State match)

The District Administrator has proposed developing an analytical methodology and process to evaluate the potential benefit and cost of various transportation improvement projects throughout the district. The projects to be evaluated will include projects that are currently in the MPO's long range plan (CLRP) and those identified by localities, the District office and others which may have not yet been advanced to the CLRP. The purpose of this analysis will be quantify the benefit of costs of these projects, to the extent they can be, so as to allow a comparative evaluation of the benefit/costs of these improvements. Such a comparative evaluation is anticipated to assist in the discussions and programming of available funds and staff efforts for project development. While initial plan to limit the development of the methodology to VDOT projects there have been calls via a couple of Bills proposed in the 2012 session of the General Assembly (GA), to conduct such a analyses for Highway and Transit projects. The outcome of the GA with regard to these Bills could impact the final scope and schedule of this effort. The District proposed to initiate the development of this process and methodology irrespective of the GA action but in a manner that any mandate by the GA can be accommodated / amended into the effort.

The proposed effort will develop the process, methodology and analytical tools for evaluating VDOT projects only and include the development of benefit / cost ratios to be used in prioritization of the projects being evaluated. . The effort will also involve the consultant working with VDOT and stakeholders identified by VDOT to apply the methodology and to evaluate a set of projects identified by VDOT. Depending on the outcome of the GA and/or decision from VDOT's senior management and/or the Secretariat future efforts will involve expanding this methodology and tools to be applicable for transit projects and evaluation of a larger universe of multi modal projects.

This effort is anticipated to involve significant technical analyses pertaining to the use of planning an operational modeling as well the selection of meaningful and comprehensive measures of effectiveness to help evaluate the improvement projects. The effort is also anticipated to conduct a thorough review of similar methodologies that may have been developed / used in other Districts / MPOs and to incorporate the regional and district wide transportation and environmental goals. Preliminary estimates of the cost for this effort is \$1,000,000 over two fiscal years. The work is anticipated to be conducted by a consultant to be procured for the purpose. The District's planning section will lead the study (with assistance from TMPD) working with a multidisciplinary team of representatives from the District and TMPD.

ITEM 9 - Action

March 21, 2012

Approval of FY 2013 Commuter Connections Work Program (CCWP)

Staff

Recommendation: Receive briefing on the final CCWP for FY 2013 (July 1, 2012 through June 30, 2013) and adopt Resolution R14-2012 to approve it.

Issues: None

Background: The draft FY2013 CCWP was reviewed by the Commuter Connections Subcommittee on January 17 and the Technical Committee on February 3 and March 2. The draft FY 2013 CCWP was release for public comment on February 15.

**FY 2013 DRAFT WORK PROGRAM FOR THE
COMMUTER CONNECTIONS PROGRAM
FOR THE GREATER WASHINGTON
METROPOLITAN REGION**

March 21, 2012

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



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

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SUMMARY

Program Overview

The Fiscal Year 2013 Commuter Connections Work Program (CCWP) consists of a core program of regional transportation demand management operational activities funded jointly by state and local jurisdictions, plus jurisdictional programs that are conducted at the discretion of individual state funding agencies.

Funding

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

The FY 2013 Commuter Connections program elements are classified as follows:

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

**Includes both a Regional and Jurisdictional Component*

The CCWP was re-structured and streamlined in FY 2006 to clarify and simplify funding responsibilities. The FY 2013 CCWP continues this effort aimed at streamlining the administration and oversight processes for the program. Commuter Connections has expanded incrementally since its inception in 1974 as the Commuter Club, with different program elements having different jurisdictional participation and funding shares. As the program became more complex, it became increasingly difficult to track how much each state funding agency was participating in and paying for each program element. Therefore, a funding formula was devised.

Planning Process Requirements

The TPB is required by federal regulations to approve a congestion management process which includes travel demand management as part of the metropolitan transportation plan. Commuter Connections constitutes the major demand management component of the congestion

management process to be approved by the TPB. Commuter Connections also provides transportation emission reduction measure benefits for inclusion in the air quality conformity determination, which must be approved by the TPB as part of the annual update of the Constrained Long Range Plan and Transportation Improvement Program. In addition, Commuter Connections programs may be needed to meet future Climate Change and Green House Gas emission targets that may be set for the transportation sector in the region.

Description of Commuter Connections Committees

The increasing complexity of the program prompted the creation of a working group to provide administrative and programmatic oversight of the core program cost elements. An agreement was signed in FY 2011 between COG and the state funding agencies for the support of the Commuter Connections TDM program in the Washington metropolitan region. COG and the state funding agencies have an established working group; the State TDM (STDm) Work Group, which meets monthly (except for the month of August) and consists of representatives of the state transportation funding agencies in the District of Columbia, Maryland and Virginia. The State TDM Work Group helps to define the program content and budget for each fiscal year and helps to develop a detailed annual Work Program in collaboration with COG/TPB staff and the Commuter Connections Subcommittee. The draft work program is reviewed by program stakeholders and the Commuter Connections Subcommittee. The final Work Program is reviewed by the TPB Technical Committee and approved by the TPB. Program developments and/or significant changes to the CCWP made by the State TDM Work Group will be reviewed with the TPB's Technical Committee and in some cases the TPB's Steering Committee in the event the items or information will be presented to the TPB.

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

As shown in Figure 2 on Page 9, the Commuter Connections Subcommittee will continue to provide overall technical review of the regional program elements in this Work Program and meet every other month. The Subcommittee will also review, provide comments, and endorse reports and other products for release. The Bike To Work Day Steering Committee will meet every other month from September to May to organize the regional Bike To Work Day event. The Car Free Day Steering Committee will meet every other month from March until September to organize the regional Car Free Day event. The Commuter Connections Ridematching Committee will continue to meet quarterly on technical issues regarding the regional TDM software system. The TDM Evaluation Group will meet as needed to provide direction and review of the regional TDM evaluation project. The Employer Outreach Committee will meet quarterly to review and discuss Employer Outreach efforts. The Regional TDM Marketing Group will also meet quarterly to provide input and coordination of regional TDM advertising and marketing efforts. Oversight for jurisdictional program elements will be provided by the states and agencies that are funding them.

Specialized project work groups will continue to meet as needed to address particular

implementation issues, such as the development of regional TDM marketing campaigns and the Employer Recognition Awards. A Strategic Plan was adopted in November 2007 and has been updated annually and most recently in January 2012 that serves as a framework regarding the roles and responsibilities of the Commuter Connections stakeholders. The Strategic Plan can be accessed at www.commuterconnections.org under the 'About Us' Publications link and includes a mission statement, definition of Commuter Connections, overall program and operating objectives, network responsibilities for each program area that include objectives and acceptable performance levels, a committee structure, sample meeting calendar, and internal and external report deliverables.

Key Elements and Highlights

The key elements and highlights of the FY 2013 Commuter Connections Work Program are summarized as follows:

- The Commuter Operations Center will provide ridematching services to commuters through a central toll free number "1-800-745-RIDE" and www.commuterconnections.org web site, and support to commuter assistance programs operated by local jurisdiction, transportation management associations, and employer-based commuter assistance programs.
- Guaranteed Ride Home (GRH) will provide users of alternative commute modes up to four free rides home per year in a taxi or rental car in the event of an unexpected personal or family emergency or unscheduled overtime.
- Marketing will provide frequent regional promotion of alternative commute options, including; car/vanpooling, teleworking, mass transit, bicycling, walking; and support programs such as Guaranteed Ride Home, the Commuter Connections network ridematching services and Bike to Work Day. The Marketing program aims to raise awareness of alternative commute options, and support the Commuter Connections network in persuading commuters to switch to alternative commute modes from the use of single-occupant vehicles, and persuading commuters currently using alternative commute modes to continue to use those modes. The 'Pool Rewards project will continue in the region. Commuter Connections will coordinate the region's Car-Free Day event as part of World Car Free Day. The Car-Free Day event will encourage commuters and the general population to leave their cars home or to use alternative forms of transportation such as carpools, vanpools, public transit, bicycles, or walking.
- Monitoring and Evaluation provides data collection and analysis activities as well as program tracking and monitoring reports for each program area. . The regional TERM Evaluation Framework Methodology document will be updated, the 2013 State of the Commute survey will be conducted, and the 2013 GRH Applicant survey will be conducted. Monitoring and evaluation activities are used extensively to determine the program's effectiveness. Evaluation results have been used in the past to make program adjustments; for example, the Telework program was streamlined due to increased participation by the private sector; changes have been made to the Guaranteed Ride

Home program guidelines based on participant survey feedback; and target marketing for GRH was re-introduced in the region after it was found that there was a dramatic drop in registrations when the marketing for this measure was streamlined into the mass marketing program.

- Employer Outreach will support outreach and marketing to the region's employers to implement new or expanded employer-based alternative commute modes and incentives such as transit and vanpool benefits, telework, preferential parking for carpools and vanpools, carpool and vanpool formation and incentives, flexible work schedules, and bicycling amenities. The outreach program also encourages employees' use of alternative commute modes such as ridesharing, transit, telework, bicycling, and walking. The outreach program also provides assistance to employers to hold bicycling seminars for employees, maintaining an up-to-date regional Bicycling Guide, providing information on workforce housing programs to promote "Live Near Your Work," and offering car-sharing and bike-sharing information to lower employers' fleet management costs. Maryland jurisdictions will provide resources to employers on the benefits of teleworking and assist them in starting or expanding telework programs.
- GRH Baltimore will provide users of alternative commute modes in the Baltimore metropolitan region and St. Mary's county up to four free rides home per year in a taxi or rental car in the event of an unexpected personal or family emergency or unscheduled overtime. During FY 2013, A GRH Baltimore Applicant survey will be conducted at a cost of \$20,000.

Figure 1 on page 7 of this document illustrates that the Commuter Connections service area is much larger than the Washington 8-hour ozone nonattainment area for workers eligible for the GRH program and larger still for workers who can access the Commuter Connections ridesharing services. The total Commuter Connections service area has approximately 10 million residents.

Program Background

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

In the mid-1990s, several new elements were added to the Commuter Connections Program as

Transportation Emissions Reduction Measures (TERMs) to help meet regional air quality conformity requirements. All of these measures were designed to produce specific reductions in Volatile Organic Compounds (VOCs) and Nitrogen Oxides (NOx) by reducing vehicle trips and vehicle miles of travel associated with commuting. The measures were developed by the Travel Management Subcommittee of the TPB Technical Committee, and adopted into the regional Transportation Improvement Program (TIP) by the Transportation Planning Board (TPB). These measures were funded jointly by the District of Columbia, Maryland, and Virginia Departments of Transportation, with some variation in funding shares for the different measures.

<u>Measure</u>	<u>Date Implemented</u>
Commuter Operations Center Metropolitan Washington	1974
Telework Resource Center	1996
Integrated Ridesharing	1996
Employer Outreach	1997
Guaranteed Ride Home	1997
Employer Outreach for Bicycling	1998
Mass Marketing of Alternative Commute Options	2003
GRH Baltimore	2010

As the program elements shown above were implemented, their performance was evaluated over time. In FY 2006, the measures were revised to focus resources on the most effective program components. The total daily impacts of the Commuter Connections program were calculated in FY 2011 to be:

<u>Daily Impacts</u>	
VT Reductions:	126,000
VMT Reductions:	2,400,000
NOx Reductions (Tons):	0.9
VOC Reductions (Tons):	0.5
<u>Annual Impacts</u>	
PM 2.5 Reductions (Tons)	7
PM 2.5 Precursor NOx Reductions (Tons)	246
CO2 Reductions (Tons)	282,000

Extensive monitoring and evaluation have been carried out for the Commuter Connections Program over the past several years, and comprehensive data sets are available for reviewing the performance of individual program elements and identifying areas for both strengthening the performance of the program and streamlining the oversight and management procedures. The Program has been shown through the FY 2009 – 2011 TERM Analysis Report to be a highly cost-effective way to reduce vehicle trips (VT), vehicle miles of travel (VMT), and vehicle emissions associated with commuting. The following overall cost-effectiveness measures for the Commuter Connections Program are based on the results of the FY 2009 – 2011 TERM Analysis Report that was released on January 17, 2011:

Daily Impacts

Cost per VT reduced:	\$0.14
Cost per VMT reduced:	\$0.01
Cost per ton of NOx reduced:	\$20,000
Cost per ton of VOC reduced:	\$33,000

	<u>Annual Impacts</u>
Cost Per PM 2.5 Reduced	\$623,000
Cost per PM 2.5 Precursor	
NOx Reduced	\$ 18,000
Cost per CO2 Reduced	\$ 16

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

Figure 1: Geographic Areas Serviced by Commuter Connections

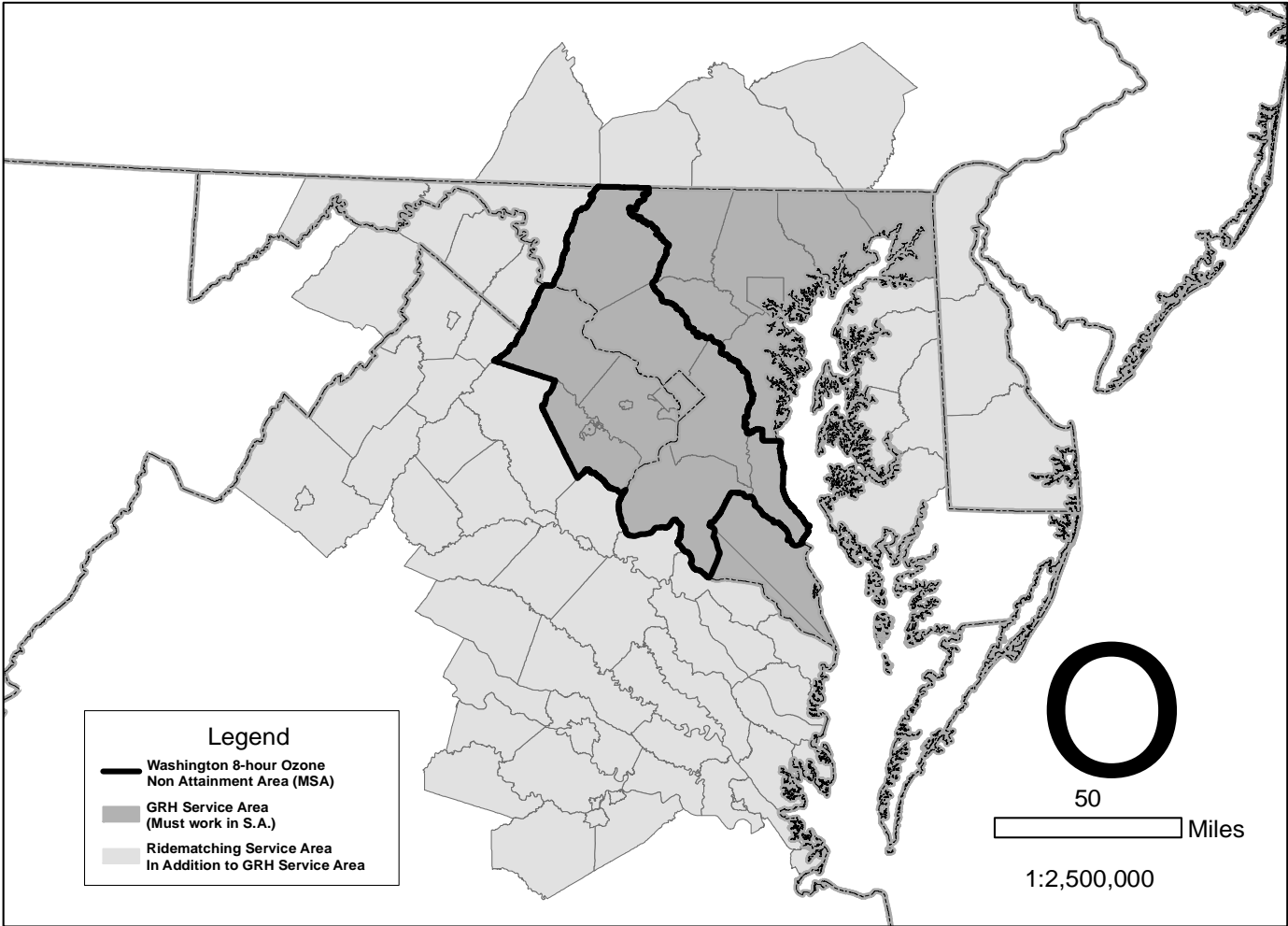
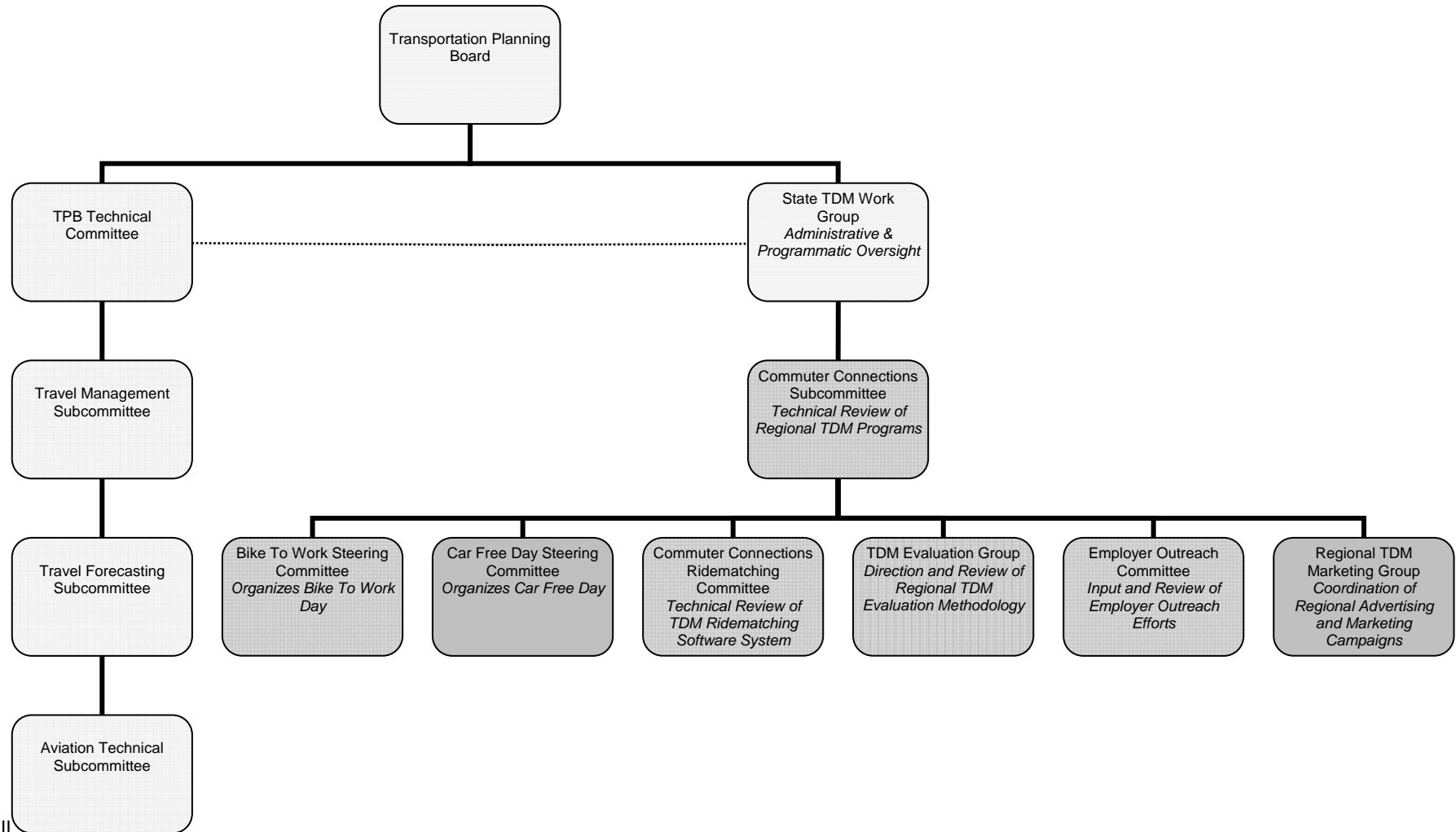


FIGURE 2: COMMUTER CONNECTIONS STRUCTURE



**Table 1
FY 2013 COMMUTER CONNECTIONS BUDGET AND WORK PROGRAM EXPENDITURES**

WORK ACTIVITY	DIRECT SALARIES STAFF	M& A 24%	LEAVE BENEFITS 19%	FRINGE BENEFITS 24%	INDIRECT COSTS 37 %	DATA & PC COSTS	CONTRACT SERVICES	DIRECT COSTS	TOTAL
Commuter Operations Center	\$128,533	\$30,848	\$30,283	\$45,519	\$87,017	\$102,000	\$30,000	\$26,486	\$480,686
Guaranteed Ride Home	\$103,304	\$24,793	\$24,338	\$36,584	\$70,610	\$5,000	\$130,000	\$256,483	\$651,112
Marketing	\$172,341	\$41,362	\$39,843	\$59,891	\$115,971	\$3,000	\$625,000	\$1,524,722	\$2,582,130
Monitoring and Evaluation	\$154,491	\$37,078	\$36,398	\$54,712	\$104,591	\$0	\$447,000	\$15,730	\$850,000
Employer Outreach	\$41,077	\$9,858	\$9,678	\$14,547	\$27,809	\$15,000	\$0	\$472,886	\$590,855
GRH Baltimore	\$17,650	\$4,236	\$4,159	\$6,251	\$11,950	\$0	\$60,000	\$65,754	\$170,000
TOTAL	\$617,396	\$148,175	\$144,699	\$217,504	\$417,948	\$125,000	\$1,292,000	\$2,362,061	\$5,324,783

**Table 2
 COMMUTER CONNECTIONS FISCAL YEAR 2013 BUDGET
 BY STATE FUNDING AGENCY AND PROGRAM ELEMENT**

FUNDS SOURCE	Commuter Operations Center	Guaranteed Ride Home	Marketing	Monitoring & Evaluation	Employer Outreach*	GRH Baltimore	TOTALS
District of Columbia	\$48,167	\$76,180	\$302,109	\$99,450	\$16,006	\$0	\$541,912
State of Maryland	\$184,847	\$292,349	\$1,159,376	\$381,650	\$513,539	\$170,000	\$2,701,761
Commonwealth of Virginia	\$178,672	\$282,583	\$1,120,645	\$368,900	\$61,310	\$0	\$2,012,110
Other**	\$69,000						\$69,000
TOTAL	\$480,686	\$651,112	\$2,582,130	\$850,000	\$590,855	\$170,000	\$5,324,783

* Virginia and the District of Columbia have allocated \$694,070 dollars to local jurisdictions and contractors to implement the TERM. DC has allocated \$246,688 and Virginia has allocated \$447,382.

**Software User Fees

Detailed Task Descriptions and Cost Estimates for the FY 2013 Commuter Connections Work Program

I. COMMUTER OPERATIONS CENTER

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

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

The program is comprised the four project areas listed below. The total annual budget for the Commuter Operations Center regional program is \$480,686.

A. RIDEMATCHING COORDINATION AND TECHNICAL ASSISTANCE

Each month, COG receives several hundred applications for ridematching and transit information. More than 90% of these applications are received through the Commuter Connections Web site. COG/TPB staff reviews and processes all applications received through the Web site. Matchlists for carpool and vanpool information are sent daily by mail or email (depending on the applicant's preference). Each local Commuter Connections network member has access to the regional TDM on-line system and is notified through a customized queue when a commuter application has been entered through the Commuter Connections Web site from a commuter living in that network member's jurisdiction or in some cases; depending on the network member, it may be a commuter working in their service area. The queue serves as notification that the network member staff should take ownership of the record and follow up with the commuter to provide additional assistance, as needed. Applications received at COG through the mail and fax are forwarded to the network member serving the applicant's home jurisdiction or work jurisdiction for entry into the rideshare database.

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

District of Columbia	Maryland	Virginia
COG/TPB	ARTMA	City of Alexandria
	Baltimore City	Arlington County

District of Columbia	Maryland	Virginia
	The BWI Partnership	Army National Guard Readiness Center
	Baltimore Metropolitan Council	Dulles Area Transportation Association
	Bethesda Transportation Solutions	Fairfax County
	Food and Drug Administration	George Washington Regional Commission
	Frederick County	LINK – Reston Transportation Management Association
	Harford County	Loudoun County
	Howard County	Northern Neck Planning District Commission
	Maryland Transit Administration	Northern Shenandoah Regional Valley Commission
	Montgomery County	Potomac and Rappahannock Regional Commission
	National Institutes of Health	Rappahannock – Rapidan Regional Commission
	Naval Support Activity - Bethesda	
	North Bethesda Transportation Center	
	Prince George's County	
	Tri-County Council for Southern Maryland	

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

The Commuter Connections web-based TDM system includes ridematching databases from two commuter assistance programs in southern Virginia and the entire state of Delaware and were incorporated into the TDM system's database to provide improved commuter ridematching through a single database for Virginia, Maryland and the District. These programs are: RideShare (serving the Charlottesville region), TRAFFIX (serving the Hampton Roads region), and Rideshare Delaware (serving the state of Delaware). The staffs from these programs and the commuters they serve have access to the TDM system for matching in carpools and vanpools and have customized access

to other modules in the system such as SchoolPool and Guaranteed Ride Home. COG/TPB staff provides technical assistance to these three programs.

During FY 2013, COG/TPB staff will continue to provide technical support and training to Commuter Connections network member agencies for the regional Commuter Connections TDM software system. Staff will continue to review and distribute ridematching applications received from employers and the general public. Matchlist and renewal notice generation and distribution services will also be provided through COG. COG/TPB staff will produce network member technical assistance reports from the Commuter Connections TDM system, and provide staff support and coordination to the Commuter Connections State TDM Work Group, the Commuter Connections Subcommittee, the Commuter Connections Ridematching Committee, and to the Federal ETC Advisory Group. COG/TPB staff will also fulfill daily network member data requests. Federal Agency Employee Transportation Coordinator training will be coordinated and in some instances given by COG/TPB staff. Staff will also produce an annual Commuter Connections Work Program for FY 2014.

Cost Estimate: \$117,380

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

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

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

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

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

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

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

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

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

FY 2013 Commuter Connections Work Program.
(COG/TPB staff)

Services:

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

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

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

Staff the Commuter Connections Subcommittee,
Ridematching Committee, and STDM Work Group
(COG/TPB Staff)

Schedule:

July 1, 2012 - June 30, 2012

Oversight:

Ridematching Committee

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

Commuter Connections Subcommittee

- Provide input and comments to FY 2014 CCWP
- Provide input and feedback on all programs and projects in CCWP

STDM Work Group

- Provide input and comments to FY 2014 CCWP
- Provide input, feedback and approval on all programs and projects in CCWP

B. TRANSPORTATION INFORMATION SERVICES

COG has provided transportation information services for 40 years in the Washington Metropolitan region. The Commuter Operations Center provides basic carpool/vanpool, transit, telecommuting, bicycling, and walking information. Specialized transportation information is also provided in support of Air Quality Action Days, Job Access Reverse Commute, SchoolPool, Special Events, Bulletin Board and other regional commuter

service programs.

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

During FY 2013, COG/TPB staff will continue to provide traveler information on alternatives to driving alone to the general public by telephone, Web site, electronically, and through printed information. Staff will continue processing applications from the general public and/or from Commuter Connections network members who request the service on a permanent or temporary basis based on information requests received. COG/TPB staff will answer the regional "800" telephone line, TDD line, and respond to e-mails on information requests from the Commuter Connections TDM system Web service.

Cost Estimate: \$79,232

Products: Provide commuter traveler information on alternatives to driving alone to the general public through the Web site, electronically, or through printed information. *(COG/TPB staff)*

Services: Provide commuter traveler information on alternatives to driving alone to the general public by telephone. *(COG/TPB staff)*

Process applications from the general public. *(COG/TPB staff)*

Answer and respond to commuter calls from the regional "800" Commuter Connections line and COG TDD line. *(COG/TPB staff)*

Respond to commuter e-mails from the Commuter Connections TDM Web service. *(COG/TPB staff)*

Provide general public customer service. *(COG/TPB staff)*

Schedule: July 1, 2012 - June 30, 2013

Oversight:

Ridematching Committee

- Provide input and feedback to information services policies and procedures.

C. TRANSPORTATION INFORMATION SOFTWARE, HARDWARE, AND DATABASE MAINTENANCE

The regional Transportation Demand Management (TDM) software system is provided as a regional database resource with secure online access to nearly 30 commuter assistance programs that include local rideshare agencies, Transportation Management Associations, and federal government agencies. The commuter assistance programs use the TDM software system to service their local commuters' transportation needs for alternative commuting information.

This project includes the daily routine monitoring and maintenance of the TDM software system as well as the hosting of the on-line system through COG's data center. Tasks include: daily backup of the TDM database, maintenance of the TDM Web system servers, off-site hosting for second site for contingency management, Windows support to TDM Oracle database and to virtual web server, oracle database administration and support, documentation of system and system changes, Storage Area Network (SAN) connectivity and maintenance, and the maintenance and replacement of hardware as needed.

This project will also include ongoing software code upgrades to the Web-based TDM system.

Cost Estimate:	\$235,013
Consultant Costs as Part of Estimate: <i>(Maintenance Contracts/Software)</i>	\$ 87,000

Services:	Provide daily routine monitoring and maintenance of the TDM system and database for approximately 30 commuter assistance programs. <i>(COG/TPB staff)</i>
	Maintain and update TDM system servers, software programming code, and web hosting. <i>(COG/TPB staff in consultation with contractor).</i>

Schedule:	July 1, 2012- June 30, 2013
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Oversight:	Ridematching Committee
	<ul style="list-style-type: none">• Provide input and feedback to TDM system maintenance policies.

- Provide recommendations for TDM Web based system software code upgrades.

D. COMMUTER INFORMATION SYSTEM

The Commuter Information System project provides the TDM system with a GIS based information system that includes transit stop data, telework center locations, park and ride lot locations, and bicycling information as part of the ridematching functionality.

During FY 2013, COG/TPB staff will continue integration activities of new transit, telework center, park and ride lot, and bicycle route data into the TDM system server. Staff will also continue to obtain updated transit data, street centerline information and park-and-ride lot data from local jurisdictions and transit properties and reformat this data as necessary to the proper GIS format for use on the regional TDM system. Updates to the park-and-ride and telework center datasets for use on the TDM system will continue as will updates to the interactive GIS-based Web site application to include updated local and regional information for 11,000 plus transit, telework center, park-and-ride lots, and bicycle lanes/paths records.

Cost Estimate: \$49,061

Services: Update local and regional information for transit, telework center locations, park and ride lots, and bicycle route information which will be used in the TDM Web system. *(COG/TPB staff)*

Schedule: July 1, 2012 - June 30, 2013

Oversight: Ridematching Committee

- Provide input into data source updates for TDM web based system.

II. **REGIONAL GUARANTEED RIDE HOME PROGRAM**

The regional Guaranteed Ride Home (GRH) program eliminates a major barrier to using transit, carpooling, vanpooling, bicycling or walking to work. Studies have shown that a commuter’s fear of being “stranded” at work if they or a family member become ill, or if they must work unexpected overtime, is one of the most compelling reasons commuters do not rideshare or use transit to travel to work. The regional GRH program eliminates this barrier by providing a free ride home in the event of an unexpected personal emergency or unscheduled overtime. The GRH program’s free ride home is offered only to commuters that carpool, vanpool, use transit, bicycle, or walk to work at least two days per work week. As a result of the GRH program, some single occupant vehicle drivers will switch to a ridesharing or transit

commuting alternative, and current ridesharing and transit users will increase the usage of these alternative commute modes. The GRH program is an insurance program for those commuters who do not drive alone to their worksite.

The Guaranteed Ride Home program is a regional program and consists of the project area previously outlined in Figure 1. The annual budget for the Guaranteed Ride Home program for the two project areas outlined below is \$651,112.

A. GENERAL OPERATIONS AND MAINTENANCE

COG/TPB staff processes all GRH applications received by mail, fax, and the Commuter Connections Web site. Using the web based TDM system, COG registers qualifying applicants, produces GRH registration ID cards, and sends ID card and participation guidelines to new registrants. Commuters can obtain information about the GRH program and complete an application on the Commuter Connections Web site, www.commuterconnections.org. Commuters may also call COG's Commuter Connections 800 telephone number, 1-800-745-RIDE, to ask questions about the GRH program and/or request information and an application. The 800 number is equipped with a menu so that callers can choose the menu item that best fits their needs. All GRH questions and requests for information and applications are taken by COG/TPB staff.

COG/TPB staff also mails GRH applications to GRH users who have used the GRH program without formally registering. GRH guidelines permit a commuter to use the GRH service one time as a "one-time exception" before they register. Also, COG/TPB staff mails transit vouchers to GRH users who used transit as part of their GRH trip. All vouchers and invoices from transportation service providers are processed by COG/TPB staff.

In the event the commuter has not supplied an e-mail address, COG/TPB staff mails a re-registration notice to commuters who could not be contacted by telephone. The notice contains an application which the commuter can complete and send to COG to re-register. The commuter can also call Commuter Connections or visit the Commuter Connections Web site to re-register.

During FY 2013, staff will assist the Commuter Connections Subcommittee in reviewing the GRH participation guidelines for any recommended changes. These recommendations will be presented to the Commuter Connections Subcommittee for their final review and approval. In the past, recommendations have been made to modify and add participation guidelines to better convey the GRH trip authorization, GRH re-registration, and one-time exception rules and restrictions.

COG/TPB staff will continue to respond to the general public and to GRH applicants for registrations and re-registrations to the program. Registered commuters will be notified when their GRH registration is about to expire. Staff will continue to prepare and send new and re-registration GRH ID cards, registration letters, and participation guidelines on a weekly basis. Staff will also continue to monitor and maintain the GRH applicant database and server. COG/TPB staff will continue to update and maintain program participation guidelines, and provide annual customer service training to the daily operations contractor and COG/TPB staff assigned to the project.

Cost Estimate: \$200,428

Direct Costs (Telephone, Copies, etc) as Part of Estimate: \$25,453

Products: GRH new and re-registration ID cards and registration letters
(COG/TPB staff)

GRH Program participation guidelines. (COG/TPB staff)

Services: Process application requests from the general public for registration and re-registration to the program. (COG/TPB staff)

Notify commuters when registration is about to expire.
(COG/TPB staff)

Monitor and update GRH applicant database. (COG/TPB staff)

Schedule: July 1, 2012 - June 30, 2013

Oversight: Commuter Connections Subcommittee

- Provide input and feedback on GRH program participation guidelines and policies.

B. PROCESS TRIP REQUESTS AND PROVIDE TRIPS

GRH transportation service is provided by several taxi companies, a rental car company, and a paratransit company, all under contract with COG. Commuters make their GRH trip request through a menu option provided on COG's Commuter Connections 800 telephone number. This menu option transfers calls for GRH trips directly to an operations contractor. This contractor reviews and assesses the trip request and approves or denies the request based on the GRH Participation Guidelines.

The contractor then arranges the approved trips with the appropriate transportation providers. If a trip request is denied, the commuter is offered an arranged trip at their own expense.

During FY 2013, COG/TPB staff will continue management and monitoring of contract services for day-to-day operations services. Day to day operations include confirming ride request eligibility; dispatching rides through the ten ride service providers; tracking ride requests in the GRH database; and processing invoices for payment for ride service providers, the daily operations contractor and for the general public for transit vouchers.

Customer service training will be provided to all Guaranteed Ride Home call center agents.

Cost Estimate: \$450,684

Consultant/Contractor Costs as Part of Estimate:

(Daily Operations) \$130,000

(Cab and Car Rental Companies) \$228,530

Services: Process GRH trip requests, approve/deny requests, and arrange rides. *(Daily Operations Contractor)*

Management and monitoring of contract services for day-to-day operations and ten cab and car rental ride service providers. This includes processing invoices for payment for contractors and for the general public for transit vouchers. *(COG/TPB staff)*

Customer service training for GRH call center agents. *(COG/TPB Staff)*

Provide GRH Rides *(Cab and Car Rental Companies)*

Schedule: July 1, 2012 - June 30, 2013

Oversight: Commuter Connections Subcommittee

- Provide input and feedback on GRH program operations.

III. MARKETING

The Marketing program delivers a “brand promise” for Commuter Connections as an umbrella solution for commuters seeking alternative commuting options within the region through regional marketing campaigns and special events and initiatives. The use of media and other

forms of communication at high reach and frequency levels are used to communicate the benefits of alternative commute methods to Single Occupant Vehicle (SOV) commuters most likely to shift to non-SOV travel.

Marketing is a regional program and consists of five project areas listed below. The total annual project cost for the program tasks is \$2,582,130.

A. TDM MARKETING AND ADVERTISING

Regional TDM marketing campaigns aim to encourage both current SOV and non-SOV populations to either start or to continue using alternative transportation modes for commuting. Regional TDM marketing campaigns complement other on-going Commuter Connections program services that have been implemented in the region by increasing their overall efficiency and effectiveness.

Commuter Connections regional marketing campaigns may include, but is not limited in the use of direct mail to households and employers, radio, television, Web site advertisements and banner ads, phone book advertising, keyword search engine sponsorships, bus and rail advertising, and special event advertising. COG/TPB staff and its network members may also participate in promotions at employment sites and special events.

The overall objective of the project will be to continue to brand Commuter Connections and to meet the Mass Marketing TERM impact goals. A marketing/advertising/public relations contractor will be used to produce and execute the creative, copywriting, and earned media (public relations) plan.

The marketing/advertising/public relations contractor provides expertise to develop the regional marketing campaign. The program builds upon current regional TDM marketing efforts by local, state, and regional agencies to establish a coordinated and continuous year round marketing effort for regional TDM programs. Partnerships between COG and area transit agencies have been established and are maintained to enable the promotion of incentives such as the GRH program to transit riders. COG has also partnered with local jurisdictions to promote various program services through value added media opportunities.

A Marketing Communications Plan and Schedule is issued within the first quarter of the fiscal year that will outline the overall marketing strategy to be used for marketing campaign. Input on this plan will be provided by the state funding agencies and the Regional TDM Marketing Group members. A Marketing Planning Workgroup will then be formed provide input to the detailed creative development of the regional marketing campaigns. Campaign summary documents will be produced that will outline campaign specifics such as direct mail distribution points (i.e. zip codes), radio stations used, etc.

COG/TPB staff will update and implement a public relations plan and continuously update the SharePoint site for posting marketing and advertising materials for review by

the regional Marketing Planning Workgroup members. An outbound email box has also been established at doccomments@mwkog.org for communications on reports and other work program products that require feedback by Commuter Connections committee groups.

A regional commute alternatives newsletter, *Commuter Connections*, will be published quarterly and distributed to several thousand employers. The focus of the newsletter is on federal, state, regional and local information and/or ideas employers can use to either start, expand or maintain employer-based commute benefit programs. In addition, COG/TPB staff works with the General Services Administration to produce a quarterly Employee Transportation Coordinator (ETC) newsletter insertion into the Commuter Connections newsletter, for distribution to more than 100 Federal ETC's.

COG/TPB staff will continue to maintain and update all Commuter Connections collateral materials and Web based information. The regional Resource Guide and Strategic Marketing Plan will also be updated with input from member agencies.

Cost Estimate: \$2,013,530

Consultant/Contractor Costs as Part of Estimate:

<i>(Advertising and Marketing Contractor)</i>	<i>\$470,000</i>
<i>(Media Buy)</i>	<i>\$920,000</i>
<i>(Postage/Printing)</i>	<i>\$240,000</i>

Products:

SharePoint postings for marketing and advertising materials for review by workgroup members and all other Commuter Connections committees. *(COG/TPB staff)*

Earned media plan. *(COG/TPB staff in conjunction with consultant)*

Quarterly employer newsletter and Federal agency Employee Transportation Coordinator newsletter. *(COG/TPB staff in conjunction with consultant)*

Mass Marketing material updates and re-prints. *(COG/TPB staff in conjunction with consultant)*

Commuter Connections Web Site updates. *(COG/TPB staff in consultation with consultant as needed)*

Creative materials for regional TDM marketing campaigns. *(COG/TPB staff in conjunction with consultant)*

Bus and rail advertising development and placement. *(COG/TPB staff in conjunction with consultant)*

Special event advertising development and placement. *(COG/TPB staff in conjunction with consultant)*

Marketing Communications Plan and schedule. *(COG/TPB staff in conjunction with consultant)*

2010 Strategic Marketing Plan and Resource Guide. *(COG/TPB staff in conjunction with consultant)*

1st Half of the Fiscal Year Regional TDM Marketing Campaign Summary Document. *(COG/TPB staff in conjunction with consultant)*

2nd Half of the Fiscal Year Regional TDM Marketing Campaign Summary Document. *(COG/TPB staff in conjunction with consultant)*

Services:

Placement of advertisements including, but not limited to: Web site advertisement through banner ads, placement of keyword search engine sponsorships, radio, print, and television, as needed. *(Consultant)*

Placement of advertisements in printed and electronic telephone directories. *(COG/TPB staff)*

Staff the Regional TDM Marketing Group. *(COG/TPB staff)*

Track the effectiveness of advertising campaigns through call volumes and internet hits. *(COG/TPB staff)*

Process media placement invoices. *(COG/TPB staff)*

Monitor and adjust the implementation of regional marketing campaigns. *(COG/TPB staff)*

Attend and participate in commuter promotional events and special events, as needed. *(COG/TPB staff)*

Management and oversight of marketing contract.
(COG/TPB staff)

Schedule:

July 1, 2012 - June 30, 2013

Marketing Communications Plan and Schedule:
September 2012

2012 Strategic Marketing Plan and Resource Guide:
December 2012

1st Half of the Fiscal Year Regional TDM Marketing
Campaign Summary Document: December 2012

2nd Half of the Fiscal Year Regional TDM Marketing
Campaign Summary Document: June 2013

Oversight:

Regional TDM Marketing Group

- Provide input and feedback on marketing plan, collateral materials, and recommendations made by the Marketing Planning Work Group.
- Provide information on current regional TDM marketing efforts by local, state, and regional agencies to establish and coordinate continuous year round marketing for regional TDM.

B. BIKE TO WORK DAY

A major marketing activity is the annual Bike to Work day event. Participation in this event has grown steadily each year and includes bicyclists from all jurisdictions in the region. This event is co-sponsored by the Washington Area Bicyclists Association (WABA) and is supported by COG/TPB staff, the state funding agencies and local jurisdictions, and individual sponsoring companies and organizations. Some of the costs of the event are off-set by business and interest-group sponsors who receive publicity for their financial support.

Commuter Connections participation in Bike to Work day includes support for the planning and promotion of the event, the maintenance and management of the event web sites, and assistance at the various “pit stops” on the day of the event, development of promotional materials and advertising, and earned media. An “Employer Challenge” is also held which identifies the top five employers with the most

registered participants in the event. A drawing is then held with the five employers to select a winner. The winning employers' registered participants receive a free lunch event sponsored by Commuter Connections.

COG/TPB staff will continue to support and implement a regional Bike To Work Day event and promote the event to employers. This will be accomplished through management and oversight of the event web site, media placements and marketing coordination activities with the marketing/advertising/public relations contractor.

Cost Estimate: \$114,783

Consultant/Contractor Costs as Part of Estimate:

<i>(Advertising and Marketing Contractor)</i>	\$ 60,000
<i>(Media Buy)</i>	\$ 30,000
<i>(Postage/Printing)</i>	\$ 6,384

Products: Earned media plan. *(COG/TPB staff in conjunction with consultant)*

Creative materials for Bike To Work Day Event which may include, but is not limited to logo update, poster, take-away brochure, transit signage, t-shirts, custom banners for each pit stop, radio ad, writing copy for live radio reads, print ad, internet ads, HTML e-mail blasts, and public service announcements. *(COG/TPB staff in conjunction with consultant)*

Regional Proclamation. *(COG/TPB staff)*

Services: Coordinate regional pit stops for Bike To Work Day event in May 2013. *(COG/TPB staff)*

Coordination and management of event web site *(COG/TPB staff in conjunction with WABA staff and consultant)*

Design and distribute event collateral materials to employers and the general public. *(COG/TPB staff in conjunction with consultant).*

Placement of advertisements; including, but not limited to: Web site advertisement through banner ads, placement of keyword search engine sponsorships, radio, and print, as needed. Activities include negotiation of value-added media. *(Consultant)*

Solicitation of corporate sponsors. *(COG/TPB staff in conjunction with consultant).*

Media outreach and coordination of interviews.
(COG/TPB staff in conjunction with consultant)

Coordination of Employer Challenge. *(COG/TPB staff)*

Process media placement invoices. *(COG/TPB staff)*

Management and oversight of marketing contract.
(COG/TPB staff)

Staff regional Bike To Work Day Steering Committee.
(COG/TPB staff)

Schedule: July 1, 2012 - June 30, 2013

Oversight: Bike To Work Day

- Provide input and feedback on marketing collateral materials, radio advertisements and event logistics.

C. EMPLOYER RECOGNITION AWARDS

COG/TPB staff will coordinate the annual Commuter Connections Employer Recognition Awards for employers showing commitment towards voluntarily implementing commute alternative programs and telecommuting at their respective worksite(s). COG/TPB staff will also explore additional public relations opportunities for the award winning agencies to be profiled or highlighted. During FY 2009, a review of the program occurred and recommended changes that were adopted were implemented during FY 2010. An Employer Recognition Awards work group will continue to provide input to the collateral material developed for the award.

Coordination activities will include developing and distributing an awards nomination packet and soliciting nominations from employers through local jurisdictions, Chambers of Commerce and from the employers themselves. Staff will also work with the marketing contractor to review and classify the award submissions. A selection committee of objective transportation industry professionals will be recruited for the awards selection committee. The selection committee will be chaired by a member of the TPB.

The marketing contractor will work with COG/TPB staff to validate nomination entries and obtain and clarification needed from nominees. The marketing contractor will

facilitate the selection committee process. Once the selection committee makes its recommendations, the award winners will be notified and a short video will be produced on each winning category. An awards booklet, giveaway, and short video briefs of each of the award winners will be produced for the awards ceremony. The awards ceremony will be held towards the end of the fiscal year. Staff will coordinate all logistics for the event including, but not limited to: securing speakers, writing remarks, securing event venue, and staffing the event. Additionally, COG's Office of Public Affairs along with the marketing contractor will identify media opportunities to highlight the winners.

Cost Estimate: \$98,514

Consultant/Contractor Costs as Part of Estimate:

<i>(Advertising and Marketing Contractor)</i>	\$60,000
<i>(Media Buy)</i>	\$ 5,500
<i>(Postage/Printing/Video)</i>	\$19,000

Products:

- Awards nomination packet. *(COG/TPB staff in conjunction with consultant).*
- Awards invitations *(COG/TPB staff in conjunction with consultant).*
- Awards Booklet. *(COG/TPB staff in conjunction with consultant).*
- Award Trophies. *(COG/TPB staff)*
- Giveaway Item. *(COG/TPB staff in conjunction with consultant).*
- Video Briefs. *(COG/TPB staff in conjunction with consultant).*
- Event Photos. *(Consultant)*
- Print Ad. *(Consultant in conjunction with COG/TPB staff)*

Services:

- Coordinate award submissions with local jurisdictions. *(COG/TPB staff)*
- Coordinate logistics for awards selection committee. *(COG/TPB staff in conjunction with consultant)*
- Facilitate selection committee meeting *(Consultant)*

Identify and coordinate earned media opportunities.
(COG/TPB staff in conjunction with consultant)

Placement of print ad. (Consultant)

Process media placement invoices. (COG/TPB staff)

Coordinate event logistics including recruitment of speakers, writing speaker remarks, securing event venue, and staffing the event. (COG/TPB staff)

Management and oversight of marketing contract.
(COG/TPB staff)

Schedule: July 1, 2012 - June 30, 2013

Oversight: Commuter Connections Subcommittee

- Provide input and feedback on project and recommendations made by Employer Recognition Awards work group.

D. POOL REWARDS

During FY 2009 COG/TPB staff issued a report on the feasibility of conducting a carpool incentive demonstration project called 'Pool Rewards. The carpool incentive demonstration project was launched in FY 2010 and was evaluated. The purpose of the carpool incentive demonstration project was to recruit and retain commuters in a carpool through cash or other incentives. Similar programs are in operation in major metropolitan areas such as Los Angeles and Atlanta. Research has shown that commuters who are paid to carpool tend to stay in a carpooling arrangement longer than those carpoolers who are not paid. Commuters who currently take transit or a vanpool to work are eligible to receive \$125 per month under the IRS Qualified Transportation Fringe benefit provisions. Carpoolers are not eligible to participate. This type of a program has been used in a limited fashion in the Washington metropolitan region during large-scale construction projects such as the Wilson Bridge where the program was named "Bridge Bucks." The program proved to be extremely successful in convincing commuters to use an alternative form of transportation other than driving alone during the construction period.

During FY 2009, COG/TPB staff and a volunteer committee of Commuter Connections network members reviewed the top ten congested areas in the MSA with the goal of choosing corridors for implementing a carpool incentive and recommending the feasibility of implementing a demonstration program. The following final recommendations were made to the Subcommittee regarding the three corridors where the demonstration program would operate: 1) The I-495 corridor from Bethesda to Tyson's Corner, 2) the I-495 corridor from MD-295 (BW Parkway) to I-270; and 3) I-395 from Washington DC into Northern Virginia. The

program guidelines and implementation plans for each of these corridors were developed by a work group in FY 2009 and were deployed as part of the pilot project. The duration of the financial incentive for the three recommended corridors was for three months for participating commuters. During the course of the demonstration project in FY 2010, the corridor restrictions were lifted in March 2010 due to low participation rates. At that point there were only 12 participants and once the restrictions were lifted there were approximately 185 new participants that joined the program. There were 102 participants that completed logging their trips, had supervisor verification, and completed an on-line survey.

An evaluation report was developed under the guidance of the State TDM Work Group and the TDM Evaluation Group. Based on the demonstration project results, the STDM Work Group determined the program's continuation beginning in FY 2011 along with changes to program guidelines and the 'Pool Rewards software module. After measuring the benefits produced from the carpool financial incentive program, comparisons were made from the expected outcomes to the actual outcomes in terms of auto occupancy and vehicle miles of travel, vehicle trips reduced and emission impacts. A follow-up survey conducted in FY 2011 of the original demonstration project participants showed a 93% carpool retention rate of all participants. A survey of new participants was conducted in FY 2011 and showed that 98% of the program participants planned to carpool after the incentive had ended. Continued evaluation will be conducted in order to adjust program guidelines and documentation of program participation from the user's end.

In FY 2012 the 'Pool Rewards program was expanded to include vanpools. Newly formed vanpools that originate in either the District of Columbia or in Maryland whose destination is in the Washington DC non-attainment region will be eligible to participate. Third-party vanpool providers on contract with COG/TPB will provide the vanpool service. COG/TPB staff worked with WMATA to develop a monthly mileage reporting system for the Federal Transit Administration's (FTA's) National Transit Database. There was also coordination with Virginia's on-going vanpool study.

In FY 2013, advertising materials will be updated along with on-line advertising as a way to entice additional project participants.

Cost Estimate: \$261,934

Consultant/Incentive Costs as Part of Estimate:

<i>(Advertising and Marketing Contractor)</i>	\$ 10,000
<i>(Media Buy)</i>	\$ 35,000
<i>('Pool Rewards Incentive Payments)</i>	\$180,000

Products: Marketing materials. *(COG/TPB staff in conjunction with consultant)*

Services: Operation of 'Pool Rewards program which includes registering and verifying participants, monitoring trip logs, supervisor verification, and payments to program

participants. (COG/TPB staff)

Media Placements. (Consultant)

Process media placement invoices. (COG/TPB staff)

Management and oversight of marketing contract.
(COG/TPB staff)

Schedule: July 1, 2012 - June 30, 2013

Oversight: Commuter Connections Subcommittee

- Provide input and feedback on project recommendations for program continuation and/or expansion.

E. CAR-FREE DAY

During FY 2013, COG/TPB staff will coordinate with local jurisdictions to implement the regional Car Free Day campaign that will encourage residents to leave their cars behind or to take alternative forms of transportation such as public transit, carpools, vanpools, telework, bicycling or walking.

Car Free Day was first held in FY 2009. In FY 2012, evaluation results showed that there were over 11,700 individuals that pledged to go “car-free” for this event, a 70% increase over the previous year. In addition, there were approximately 5,500 vehicle trips reduced and 272,000 vehicle miles of travel reduced as a result of participation in this event.

This event will be held on September 22nd and is in tandem with the World Car Free Day event. A marketing campaign along with public outreach efforts will be developed to coincide with this worldwide celebrated event. Given that the event will be held on a Saturday, the event message may need to be modified.

Cost Estimate:	\$93,369
Consultant/Contractor Costs as Part of Estimate:	
(Advertising and Marketing Contractor)	\$ 25,000
(Media Buy)	\$ 45,000
(Postage/Printing)	\$ 14,500

Products: Marketing collateral which can include, but is not limited to development and printing of posters, transit signage, bus shelter signage and other related advertising collateral that will need to be printed. (COG/TPB staff in conjunction with consultant)

Development and production of radio ad, internet ads,

and text messages, and HTML e-mail blasts.
(COG/TPB staff in conjunction with consultant)

Earned media plan development and implementation.
(COG/TPB staff in conjunction with consultant)

Update of Web site and social media. *(COG/TPB staff in conjunction with consultant)*

Services:

Implement regional Car Free Day event on September 22, 2012 and promote event to the general public, employers and to the media. *(COG/TPB staff in conjunction with consultant)*.

Media Placements, including the negotiation of value-added placements. *(Consultant)*

Process media placement invoices. *(COG/TPB staff)*

Staff regional Car Free Day Steering Committee.
(COG/TPB staff)

Management and oversight of marketing contract.
(COG/TPB staff)

Schedule:

July 1, 2012 - June 30, 2013

Oversight:

Car Free Day Steering Committee

- Provide input and feedback on marketing collateral materials, radio advertisements and event logistics.

IV. MONITORING AND EVALUATION

The Monitoring and Evaluation program will provide overall program and individual project results when appropriate for the various projects in the CCWP that will be used to track progress for the regionally adopted Transportation Emission Reduction Measures (TERMS). One project will solely focus on those activities directly related to data collection and analysis for the TERMS. Data collection and analysis for the TERMS occurs over a three year period. Results from this project will directly impact the FY 2012 – FY 2014 TERM Analysis report for Commuter Connections and the final results will be used to update the regional TERM Tracking Sheet. Cost effectiveness results are also calculated every three years. Impact and cost effectiveness results will also be used by the State TDM Work Group to make any necessary recommendations for changes to the TERMS being operated through Commuter Connections.

The second project area will include the ongoing tracking and monitoring activities for each of the CCWP program areas, including the Commuter Operations Center, Guaranteed Ride Home, Employer Outreach, Marketing, and GRH Baltimore. A direct customer satisfaction survey will be performed to gauge the level of satisfaction for Guaranteed Ride Home. Monthly data collection and quarterly progress reports and an annual progress report will also be produced by COG/TPB staff.

The Monitoring and Evaluation program is a regional program and consists of the two project areas outlined below. The total annual project cost for the program tasks is \$850,000.

A. TERM DATA COLLECTION AND ANALYSIS

Data collection analysis for the Commuter Connections TERMS occurs over a three year period. The current cycle began in FY 2012 (July 1, 2012) and will conclude in FY 2014 (June 30, 2014). During FY 2012, the previous data collection cycle's TERM Analysis Report was finalized and published and the Placement Rate Study for the new data collection period was completed. In FY 2013, the Framework Methodology Document will be updated and published, and data collection activities will occur for the 2013 State of the Commute Report and 2013 GRH Applicant Survey. Draft Technical reports will be produced for both data collection activities. During FY 2014, the final year in the data collection cycle, COG/TPB staff will conduct an evaluation of the regional Employer Outreach database as specified in the FY 2012 – 2014 TDM Evaluation Framework Methodology Document. An employer telework survey will also be conducted to gauge the effectiveness of assistance provided to employers to start and expand a telework program. A Bike To Work Day survey of the FY 2013 program participants will be conducted and the 2013 State of the Commute Survey Technical Report will be finalized and a general public report will be prepared for printing. The 2013 Guaranteed Ride Home Applicant Survey Report will be finalized. The draft FY 2014 TERM Analysis report will also be prepared.

During FY 2013, COG/TPB staff will work to update the FY 2012 – FY 2014 TDM Evaluation Framework Methodology document. The TDM Evaluation Framework Methodology document is used as the "blueprint" in data collection activities for the three year Commuter Connections TERM Evaluation cycle and also provides the methodology used to calculate Commuter Connections program benefits. Updating this document will also provide an opportunity to re-visit program goals for each of the Commuter Connections TERMS relevant to recent impact and cost effectiveness data released in the FY 2009-FY2011 TERM Analysis report.

The 2013 State of the Commute Survey will also be designed and implemented as it is conducted every three years. The purpose of the State of the Commute report is to document trends in commuting behavior, such as commute mode shares and distance traveled, and prevalent attitudes about specific transportation services, such as public transportation, that are available in the region. The State of the Commute Survey is also used to help estimate the congestion and air quality impacts of Commuter Connections. The survey instrument used for data collection activities will be reviewed and updated accordingly, data collection activities will occur and a draft Technical Report will be produced. Results from the survey will be used in the FY 2012 – 2014 TERM Analysis

report and will then be incorporated into the TPB's regional TERM tracking sheet

COG/TPB staff will also be updating the survey instrument design for the in-depth Guaranteed Ride Home (GRH) Applicant survey. This survey is conducted every three years to assess the mode shift changes of 1,000 GRH program applicants. Data collected will be used to determine transportation and emission impacts of the program in the FY 2012 – FY 2014 TERM Analysis Report. A survey report will be prepared and released by June 2013.

Various presentations on the data collection instruments and reports will be prepared and given to the Commuter Connections TDM Evaluation Group, the Commuter Connections Subcommittee, the TPB Technical Committee, and the TPB, if warranted. The evaluation contractor will also be fulfilling data requests that are received or needed by COG/TPB staff during the course of the fiscal year.

COG/TPB staff will also provide day to day management and monitoring of evaluation contract services and will report results through monthly data collection activities and quarterly progress reports and an annual progress report.

During FY 2013, data collection activities from local sales territories will continue as will the review of employer database records and the classification of employer records into levels of participation. Quarterly level of effort verification statements will be produced by COG/TPB staff.

Cost Estimate:	\$633,343
<i>Consultant Costs as Part of Estimate:</i>	
<i>(TDM Evaluation Project Consultant)</i>	\$417,000

Products:

- FY 2012- FY 2014 TDM Evaluation Framework Methodology Document. *(COG/TPB staff in conjunction with consultant).*
- 2013 State of the Commute Survey design and data collection activities. *(COG/TPB staff in conjunction with consultant).*
- 2013 State of the Commute draft Technical Report. *(COG/TPB staff in conjunction with consultant).*
- 2013 GRH In-Depth Applicant Survey and draft report. *(COG/TPB staff in conjunction with consultant).*
- Quarterly level of effort Employer Outreach TERM verification statements. *(COG/TPB Staff)*

Services: Fulfillment of data requests. *(COG TPB Staff)*

Data documentation from monthly activity reports from ten local sales territories. *(COG TPB Staff)*

Management and oversight of TDM Evaluation contract. *(COG/TPB staff)*

Schedule: July 1, 2012 - June 30, 2013

FY 2012 – FY 2014 TDM Evaluation Framework
Methodology Document: December 2012

2013 State of the Commute Survey Draft Technical Report:
June 2013

2013 In-Depth GRH Applicant Draft Survey Report: June
2013

Oversight: TDM Evaluation Group

- Provide input and feedback on data collection activities, survey methodology, and draft reports.

B. PROGRAM MONITORING AND TRACKING ACTIVITIES

COG/TPB staff will collect monthly program statistics, produce quarterly progress reports, monthly Executive Summary reports, and produce a FY 2012 annual summary of program statistics of the number and type of commuter traveler requests filled by COG and other client member program sites. Staff will collect and analyze data from the monthly customer satisfaction survey for all GRH program users, and produce a customer satisfaction survey report based on the findings. Survey results will be used to change program guidelines and/or policies as needed.

COG/TPB staff will assist local Employer Outreach sales representatives to conduct employer site surveys. A contractor will be used to provide technical assistance for the electronic surveying process and analysis of results, and data entry assistance for those employers using a paper copy of the survey. Survey tabulation and reporting will be provided by COG/TPB staff. Results from the employer database tabulated surveys are used to estimate the participation rates and impacts for employer-based TDM programs reported from the local sales jurisdictions. COG/TPB staff will also maintain and update the archived Employer Commute Survey database.

COG/TPB staff will also monitor monthly progress for local Employer Outreach sales jurisdictions based on their approved Scopes of Work and contract project goals. Quarterly progress reports and level of effort tracking sheets listing results of each local

sales jurisdiction will be prepared. An annual detailed snapshot of overall progress will be provided to appropriate state funding agencies for their respective jurisdictions.

COG/TPB staff will oversee a regional monitoring and evaluation program for Employer Outreach which includes data collection activities from local employer outreach sales territories. Local jurisdiction contract performance monitoring for Employer Outreach goals will also be a part of this activity.

Results from local employer telework sales calls and outreach services will be documented in terms of level of effort and progress and shown in quarterly progress reports. Quarterly documentation will also be provided on level of participation and effectiveness and results from sales and outreach activities for employer-based telework programs. Overall monitoring and evaluating employer-based telework programs throughout the region will continue.

Staff will also evaluate effectiveness of advertising campaigns through call volumes, internet hits, and the annual placement rate study. Marketing campaigns will be monitored through lead analysis and detailed campaign summary results. An event summary report will also be produced for the FY 2012 regional Bike To Work Day event.

Monthly program statistics will be collected and quarterly progress reports will be provided for all program areas in the FY 2013 CCWP and an annual progress report for FY 2012 will be produced.

Cost Estimate: **\$216,657**

Consultant Costs as Part of Estimate:

(Employer Survey Project Consultant) \$ 30,000

Products:

Collect monthly program data and produce quarterly progress reports and monthly Executive Summary reports for the Commuter Operations Center, Guaranteed Ride Home, Employer Outreach, Marketing, Evaluation, and GRH Baltimore programs. *(COG/TPB staff)*

Produce FY 2012 annual progress report. *(COG/TPB staff)*

Collect and analyze data from monthly GRH customer satisfaction survey for FY 2012 program users, and produce a report showing results. *(COG/TPB staff)*

Quarterly Employer Outreach verification report. *(COG/TPB staff)*

Marketing lead analysis and campaign summary report. *(COG/TPB staff)*

FY 2012 Bike to Work Day Event Report *(COG/TPB staff)*

Survey reports to Employer Outreach representatives from Employer Commute Survey results. *(COG/TPB staff)*

Services:

Updating and Maintaining Employer Commute Survey archived database. *(COG/TPB staff)*

Management and oversight of Employer Survey contract. *(COG/TPB staff)*

Staff the TDM Evaluation Group *(COG/TPB staff)*

Schedule:

July 1, 2012 - June 30, 2013

FY 2012 4th Quarterly Progress Report: July 2012

FY 2012 Marketing Campaign Lead Analysis and Results: September 2012

FY 2012 Annual Progress Report: September 2012

FY 2013 1st Quarter Progress Report: October 2012

FY 2013 2nd Quarter Progress Report: January 2013

FY 2013 3rd Quarter Progress Report: April 2013

FY 2013 Marketing Campaign Lead Analysis and Results: March 2013

Oversight:

Commuter Connections Subcommittee

- Provide input and feedback on data collection activities for GRH customer satisfaction survey, monthly, quarterly, and annual progress reports.

Regional TDM Marketing Group

- Provide input and feedback on campaign lead analysis reports.

Employer Outreach Committee

- Provide input and feedback on quarterly employer outreach verification reports and Employer commute survey process, reports and survey result archives.

V. EMPLOYER OUTREACH

The Employer Outreach program provides and supports outreach efforts in ten jurisdictions located in the region's MSA. This program contains regional and jurisdictional components. COG/TPB's Commuter Connections staff provides overall administration and arranges for sales training and support for the jurisdictional components of the program and technical training on the regional sales contact management database. The local jurisdictions provide outreach to employers and work with employers to develop and implement new, or expand existing employer-based alternative commute programs.

The following local jurisdictions provide employer outreach services:

District of Columbia
Frederick County
Montgomery County
Tri-County Council for Southern Maryland
Prince George's County
City of Alexandria
Arlington County
Fairfax County
Loudoun County
Prince William County

Most employers who promote commute alternatives do so for practical reasons associated with the operation of their businesses. But the community as a whole benefits from commute alternatives programs, which improve air quality, reduce traffic congestion, and support economic development. For this reason, many local governments in the region continue to offer programs that encourage commute options at the employment site. These programs range from marketing efforts and incentive programs conducted through ridesharing programs to "adequate public facilities ordinances" that have trip reduction requirements for affected employers. Additionally, the Virginia Department of Transportation administers funds directly to the local jurisdictions in Northern Virginia to implement the Employer Outreach TERM and has also allocated funding to the Telework!VA program for employers to either start or expand a telework program. The District Department of Transportation is using the pass-thru dollars for the TERM to hire a contractor directly. Results from these activities are reported and analyzed under the regional Monitoring and Evaluation program.

The Commuter Connections program's ongoing goal has been to weave existing local employer and government programs into a coherent, voluntary regional network, and to promote ways in which worksite commute alternatives programs may grow, without imposing burdensome mandates upon employers.

Regional Components of the Employer Outreach Program include:

- 1) Maintaining and updating a web-based regional employer/employee sales contact database to facilitate local efforts and avoid duplication.
- 2) Coordination with WMATA's SmartBenefits program sales staff, and/or their assigned consultant(s).
- 3) Review of individual local sales contact databases on a continuing basis to ensure quality control.
- 4) Providing bicycling information to area employers to help and support bicycling to work by their employees.
- 5) Coordinating technical training for the regional sales database on an as needed basis.
- 6) Supporting the Employer Outreach Committee of the Commuter Connections Subcommittee which provides guidance to the program.
- 7) COG/TPB staff support for updating and printing customized sales materials and employer case studies both in hard copy and for inclusion on the Commuter Connections Web site.
- 8) Providing coordinated marketing materials for the program including; but not limited to, customized sales portfolio's, employer case studies, Live Near Your Work, Alternative Work Schedule, Climate Change Carbon Footprint, LEED, and Emergency Commute Preparedness information.
- 9) Providing customized information on voluntary commuting actions that can be taken by employers and the general public to reduce mobile source emissions, particularly on Air Quality Action days, through the Clean Air Partners program.
- 10) Offering sales training for the sales and service representatives in each of the participating jurisdictions.

The regional components of the program are listed in the two project tasks below. The total annual cost for the regional components of the Employer Outreach program is \$79,909.

Jurisdictional Components of the Employer Outreach Program include:

- 1) Contacting individual employers in each locality, (carried out by the local sales and service representatives) through the regional contact sales database which Commuter

Connections maintains and updates.

- 2) Accomplishing local program goals in Maryland jurisdictions via staff, contractors, TMA's, or other entities. A scope of work is submitted to COG to expedite an annual program contract for each locality, and funding is allocated to localities based upon guidance to COG from the state funding agencies.
- 3) COG/TPB support for overseeing pass-thru funding to local sales jurisdictions for the implementation of voluntary transportation demand management strategies at private sector employment sites.
- 4) Providing sales support for the sales and service representatives in DC and Maryland.

The jurisdictional components of the program are outlined in the two project tasks below. The total annual costs for the jurisdictional components of the Employer Outreach program are \$510,946.

Regional Component Project Tasks

A. REGIONAL EMPLOYER DATABASE MANAGEMENT AND TRAINING

During FY 2013, COG/TPB staff will continue to maintain and update the hardware and software for the computerized regional employer outreach database and monitor the regional web-based database installed during FY 2011. In addition, COG/TPB staff will coordinate training and provide technical assistance to local sales jurisdictions upon request.

Cost Estimate: \$64,909

Services: Management and monitoring of Employer Outreach regional database and provision of sales representative database training as needed.
(COG/TPB staff)

Maintenance and update of regional contact management database. (COG/TPB staff)

Schedule: July 1, 2012 - June 30, 2013

Oversight: Employer Outreach Committee

- Provide input and feedback on technical issues regarding the regional Employer Outreach database/

B. EMPLOYER OUTREACH FOR BICYCLING

The Employer Outreach for Bicycling program provides information to area employers to help support and encourage bicycling to work by their employees. This information is included in the Employer Outreach materials provided to employers under the Employer Outreach Program.

Specific activities under the Employer Outreach for Bicycling Program include the update of a guide on biking to work ("Biking to Work in the Washington Area: A Guide for Employers and Employees), and incorporation of WABA bike mentors into the ridematching database. (WABA's Web site now provides users with 24-hour matching to WABA bike mentors, automating a service that previously consumed considerable staff time, and which was available only during office hours).

COG/TPB staff also provides support and facilitation for other bike-to-work outreach activities including lunch time seminars, association meetings and strategic mailings.

Cost Estimate: \$15,000

Printing as Part of Estimate \$4,713

Products: Regional Bicycling to Work Guide updates.
(COG/TPB staff)

Services: Employer assistance and seminars. (COG/TPB staff)

Schedule: July 1, 2012 - June 30, 2013

Oversight: Employer Outreach Committee

- Provide input and feedback on bicycling issues or outreach activities at employment sites.

Jurisdictional Component Project Tasks

A. MARYLAND LOCAL AGENCY FUNDING AND SUPPORT

Local jurisdictions work with employers to develop and implement new, or expand existing employer-based commuter benefit programs such as transit and vanpool benefits, preferential parking for carpools and vanpools, carpool and vanpool formation, and telework and flexible work schedules. Results from these efforts are recorded in the regional employer database.

Maryland jurisdictions will also provide general telework information to the general public, local agencies, and employers. Employer Outreach representatives will also work with employers in Maryland to establish new or expand existing telework programs.

Cost Estimate: Pass-thru to Local Jurisdictions: \$416,031
Telework component of pass-thru: \$81,063

Total Project Budget: \$416,031

Services: New or expanded employer-based TDM programs in Maryland. (*local jurisdictions*).

New or expanded employer telework programs in Maryland. (*local jurisdictions*).

Schedule: July 1, 2012 - June 30, 2013

B. DC, MARYLAND, AND VIRGINIA PROGRAM ADMINISTRATION

This project task includes the management and monitoring of pass-thru funding by COG/TPB staff to local sales jurisdictions in DC and Maryland for contract compliance. It also includes support to DC and Maryland jurisdictions, consultants, or TMA staff in implementing voluntary transportation demand management strategies at private and/or non-profit sector employment sites. This task involves the review and approval of an annual Scope of Work by COG/TPB staff for each of the Maryland sales jurisdictions and day to day contract management. This task also includes COG/TPB staff support for updating and printing employer specific regional employer-based marketing materials as well as providing training opportunities.

Cost Estimate: \$94,915

Products:

Electronic and printed updates of customized sales portfolio materials, employer specific regional marketing materials (General Commuter Connections brochure, Alternative Work Schedules brochure, Emergency Commute Preparedness brochure, Live Near Your Work brochure, LEED brochure, Climate Change brochure), and case studies. (*COG/TPB staff*)

Services:

Sales training offered for sales and service representatives in the region. (*COG/TPB staff/sales training professionals*).

Oversight to local sales jurisdictions in DC and Maryland to implement voluntary transportation

demand management strategies at private sector employment sites. *(COG/TPB staff)*

Bi-annual sales support conference calls to DC and Maryland jurisdictions. Employer site visits by COG/TPB staff as requested or needed by DC and Maryland jurisdictions. *(COG/TPB staff)*

Staff the regional Employer Outreach Committee. *(COG/TPB staff)*

Schedule: July 1, 2012 - June 30, 2013

Oversight: Employer Outreach Committee

- Provide input and feedback on administrative items such as training, employer-based collateral materials, and case studies.

VI. GUARANTEED RIDE HOME BALTIMORE

A regional Guaranteed Ride Home (GRH) program was implemented in the Baltimore metropolitan region and in St. Mary's County beginning in FY 2011. The GRH Baltimore program will help to eliminate a major barrier to using transit, carpooling, vanpooling, bicycling or walking to work. Studies have shown that a commuter's fear of being "stranded" at work if they or a family member become ill, or if they must work unexpected overtime, is one of the most compelling reasons commuters do not rideshare or use transit to travel to work. The GRH Baltimore program eliminates this barrier by providing a free ride home in the event of an unexpected personal emergency or unscheduled overtime.

The GRH Baltimore is similar to the Washington metropolitan region's GRH program in offering a free ride home to commuters that carpool, vanpool, use transit, bicycle, or walk to work at least two days per work week. As a result of the GRH program, some single occupant vehicle drivers will switch to a ridesharing or transit commuting alternatives, and current ridesharing and transit users will increase the usage of these alternative commute modes. The program will be able to demonstrate both transportation and emission impacts that could be used as part of the Baltimore region's air quality conformity process. The GRH program is an insurance program for those commuters who do not drive alone to their worksite.

During FY 2013, COG/TPB staff will also be developing a survey instrument design for the in-depth Guaranteed Ride Home (GRH) Baltimore Applicant survey at a cost of \$20,000.

The budget for the Guaranteed Ride Home program includes two project areas outlined below, and with a budget of \$170,000.

A. GENERAL OPERATIONS AND MAINTENANCE

Commuter Connections staff at the Metropolitan Washington Council of Governments (COG) will process all GRH applications received by mail, fax, and the Commuter Connections Web site. Using the GRH software system, COG registers qualifying applicants, produces GRH registration ID cards, and sends ID card and participation guidelines to new registrants. Commuters can obtain information about the GRH program and complete an application on the Commuter Connections Web site, www.commuterconnections.org. Commuters may also call COG's Commuter Connections 800 telephone number, 1-800-745-RIDE, to ask questions about the GRH program and/or request information and an application. The 800 number is equipped with a menu so that callers can choose the menu item that best fits their needs. All GRH questions and requests for information and applications are taken by COG/TPB staff.

COG staff also mails GRH applications to GRH users who have used the GRH program without formally registering. GRH guidelines permit a commuter to use the GRH service one time as a "one-time exception" before they register. Also, COG staff mails transit vouchers to GRH users who used transit as part of their GRH trip. All vouchers and invoices from transportation service providers are processed by COG staff.

In the event the commuter has not supplied their e-mail address, COG/TPB staff mails a re-registration notice to commuters who could not be contacted by telephone. The notice contains an application which the commuter can complete and send to COG to re-register. The commuter can also call Commuter Connections or visit the Commuter Connections Web site to re-register.

COG/TPB staff will assist the Commuter Connections Subcommittee in reviewing the GRH participation guidelines for any recommended changes (Attachment A). These recommendations will be presented to the Commuter Connections Subcommittee for their final review and approval. In the past, recommendations have been made to modify and add participation guidelines to better convey the GRH trip authorization, GRH re-registration, and one-time exception rules and restrictions.

COG/TPB staff will respond to the general public and to GRH applicants for registrations and re-registrations to the program. Registered commuters will be notified when their GRH registration is about to expire. Staff will continue to prepare and send new and re-registration GRH ID cards, registration letters, and participation guidelines on a weekly basis. Staff will also continue to monitor and maintain the GRH applicant database and server. COG/TPB staff will continue to update and maintain program participation guidelines, and provide annual customer service training to the daily operations contractor and COG/TPB staff assigned to the project.

During FY 2013, the GRH Baltimore in-depth Applicant Survey will be developed and conducted. This is a survey that will be conducted every three years to assess the mode shift changes of 1,000 GRH program applicants. Data collected will be used to determine transportation and emission impacts of the program. A draft survey report

will be prepared and released by June 2013.

Cost Estimate: **\$56,605**

**Direct Costs (Telephone, Copies, etc) as part
Of Estimate:** \$ 7,000

Consultant/ Contractor Costs as Part of Estimate:
(GRH Baltimore Applicant Survey): \$20,000

Products: GRH new and re-registration ID cards and registration letters
(COG/TPB staff)

GRH Participation Guidelines *(COG/TPB Staff)*

2013 GRH Baltimore In-Depth Applicant Survey and draft report.
(COG/TPB staff in conjunction with consultant).

Services: Process application requests from the general public for registration
and re-registration to the program. *(COG/TPB Staff)*

Notify commuters when registration is about to expire. *(COG/TPB
staff)*

Monitor and update GRH applicant database. *(COG/TPB staff)*

Schedule: July 1, 2012 – June 30, 2013

Oversight: Commuter Connections Subcommittee

- Provide input and feedback on GRH program participation guidelines and policies.

B. PROCESS TRIP REQUESTS AND PROVIDE TRIPS

GRH transportation service will be provided by several taxi companies, a rental car company, and a paratransit company, all under contract with COG. Commuters make their GRH trip request through a menu option provided on COG's Commuter Connections 800 telephone number. This menu option transfers calls for GRH trips directly to an operations contractor. This contractor reviews and assesses the trip request and approves or denies the request based on the GRH Participation Guidelines. The contractor then arranges the approved trips with the appropriate transportation contractor.

The operations contractor contacts, by telephone, GRH registrants without e-mail addresses whose registration is near expiration and re-registers the qualifying commuters. While the system of calling commuters has been successful, many messages left on commuters' voice mail are not returned. In such cases, re-registration is facilitated by COG staff as described in the previous section.

COG/TPB staff will continue management and monitoring of contract services for day-to-day operations services. Day to day operations include confirming ride request eligibility, dispatching rides through the ride service providers, tracking ride requests in the GRH database, processing invoices for payment for ride service providers, the daily operations contractor and for the general public for transit vouchers.

Customer service training will be provided to all Guaranteed Ride Home call center agents.

Cost Estimate: **\$113,395**

Consultant/ Contractor Costs as Part of Estimate:

(Daily Operations):	\$40,000
(Cab and Car Rental Companies)	\$60,429

Services: Process GRH trip requests, approve/deny requests, and arrange rides. *(Daily Operations Contractor)*

Management and monitoring of contract services for day-to-day operations, and ride service providers. This includes processing invoices for payment for contractors and for the general public for transit vouchers. *(COG/TPB staff)*

Provide GRH Rides *(Cab and Car rental Companies)*

Schedule: July 1, 2012 – June 30, 2013

Oversight: Commuter Connections Subcommittee

- Provide input and feedback on GRH program participation guidelines and policies.

ITEM 10 - Action
March 21, 2012

Briefing and Approval of TPB Comments on the Establishment of Mobile Emissions Budgets for Fine Particle Pollution (PM_{2.5}) for the 2012 Redesignation Request and Maintenance Plan

Staff

Recommendation:

- Receive briefing on current inventories for all of the emissions sources to be included in the maintenance plan, and on key considerations associated with the establishment of mobile emissions budgets in the plan.
- Approve letter to the Metropolitan Washington Air Quality Committee providing comments on the establishment of mobile emissions budgets for the PM_{2.5} Maintenance Plan.

Issues:

None

Background:

The Metropolitan Washington Air Quality Committee (MWAQC) is preparing a request to EPA for redesignation of the Washington DC-MD-VA nonattainment area to attainment status for PM_{2.5}, along with a maintenance plan demonstrating compliance with PM_{2.5} standards through 2025.

National Capital Region Transportation Planning Board

777 North Capitol Street, N.E., Suite 300, Washington, D.C. 20002-4290 (202) 962-3310 Fax: (202) 962-3202

DRAFT

Honorable Phil Mendelson
Chairman
Metropolitan Washington Air Quality Committee
777 North Capitol Street, NE, Suite 300
Washington, DC 20002

March 21, 2012

Dear Chairman Mendelson:

At its meetings of February 15 and March 21, 2012, the National Capital Region Transportation Planning Board (TPB) was briefed on the development by the Metropolitan Washington Air Quality Committee (MWAQC) of a request to EPA for redesignation of the Washington DC-MD-VA non-attainment area to attainment status for fine particle pollution (PM 2.5), along with a maintenance plan demonstrating compliance with PM 2.5 standards through 2025. TPB staff has worked closely with MWAQC staff in preparing the motor vehicle emissions inventories for this maintenance plan for the base year (2002), attainment year (2007), interim year (2017), and out year (2025) using EPA's MOVES model.

The TPB understands that the PM 2.5 maintenance plan will include motor vehicle emissions budgets for precursor NOx and primary PM 2.5 emissions, developed in accordance with the March 2010 update of the EPA Transportation Conformity Regulations. Once these budgets are found adequate by EPA, which could occur as early as September of this year, the TPB will be required to use them in demonstrating conformity of future updates to the region's Constrained Long Range Plan (CLRP) and Transportation Improvement Program (TIP). The TPB is anticipating that motor vehicle emissions budgets will be established for precursor NOx and primary PM 2.5 for the attainment year (2007), the interim year (2017) and the out year (2025). In order to demonstrate conformity for the CLRP and TIP, and ensure that major new transit and highway improvements supported by the region can move forward, the TPB will be required to show that projected motor vehicle emissions for 2007 through 2016 are less than or equal to the 2007 budgets; emissions for 2017 through 2024 are less than or equal to the 2017 budgets; and emissions for 2025 through 2040, the out year of the CLRP, are less than or equal to the 2025 budgets.

In developing the NOx and PM 2.5 inventories for 2017 and 2025, the TPB noted that while motor vehicle emissions are projected to decline much faster from 2007 levels than the other emission sources (non-road, point, and area), there are significant uncertainties in these 2017 and 2025 projections due to potential future changes in the age and composition of the vehicle fleet and possible revisions to EPA's emissions estimation model. In order to reflect the

Honorable Phil Mendelson

March 21, 2012

Page 2

uncertainties associated with the future vehicle fleet mix in the establishment of motor vehicle emissions budgets for 2017 and 2025, the TPB recommends that safety margins of 20 percent of the 2017 inventory levels and 30 percent of the 2025 inventory levels be included in the budgets for both precursor NOx and primary PM 2.5, as detailed in the attached PowerPoint presentation. Because of the significant declines projected in both precursor NOx and primary PM 2.5 emissions from motor vehicles over the 2007 through 2025 period of the maintenance plan, these recommended safety margins can be included in the plan while still ensuring maintenance of the PM 2.5 standard for the region. Safety margins are explicitly defined and provided for in EPA's Conformity Regulations, and the use of such safety margins is common practice in maintenance plans approved by EPA.

The TPB's analysis of the impact on emissions estimates of the recent update of EPA's emissions estimation model from MOBILE 6.2 to MOVES suggests that such impacts may be significantly greater than can be anticipated through the use of safety margins. The TPB therefore recommends that if EPA mandates changes to its emissions estimation model in the future which result in significant changes in emissions inventories, MWAQC should undertake a formal update to the region's approved air quality plans and motor vehicle emissions budgets.

TPB staff would be pleased to provide any additional technical information or answer any questions that MWAQC members may have concerning these recommendations. The TPB is pleased to support the development and submission of the PM 2.5 redesignation request and maintenance plan, which represent significant steps forward in the region's efforts to attain and maintain national ambient air quality standards.

Sincerely,

Todd M. Turner
Chairman
National Capital Region
Transportation Planning Board

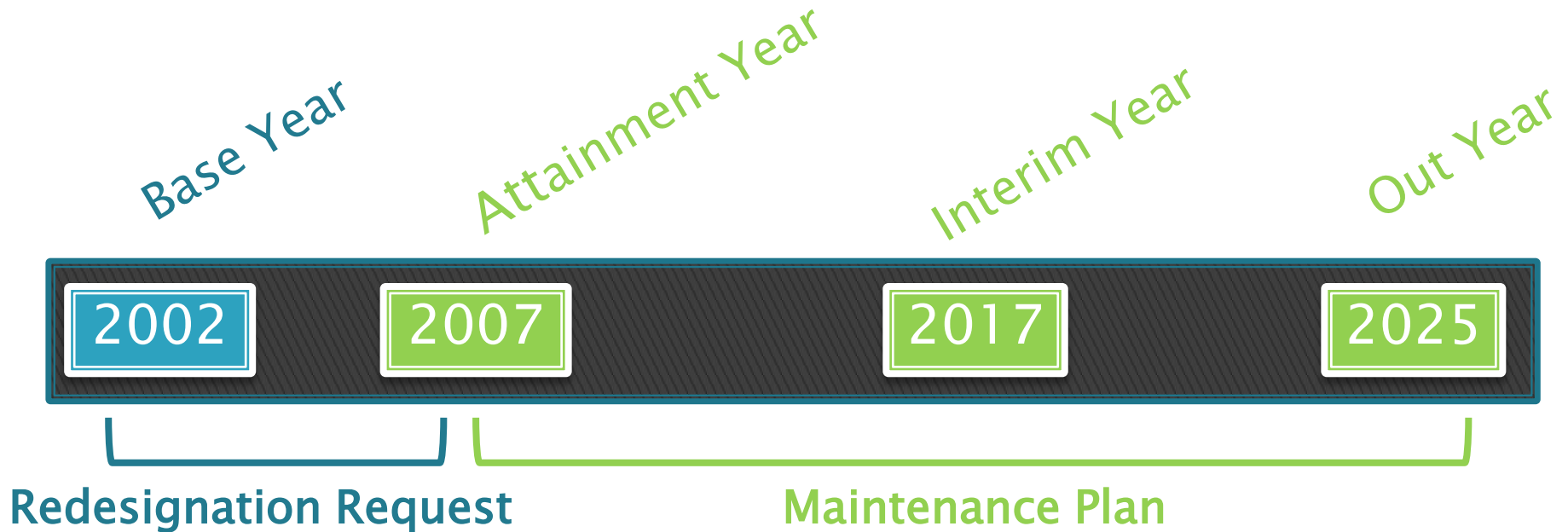
**MOTOR VEHICLE EMISSIONS BUDGETS FOR PM2.5
and
THEIR IMPLICATIONS FOR TRANSPORTATION CONFORMITY**

**Transportation Planning Board
March 21, 2012**

PM2.5 REDESIGNATION REQUEST & MAINTENANCE PLAN OVERVIEW

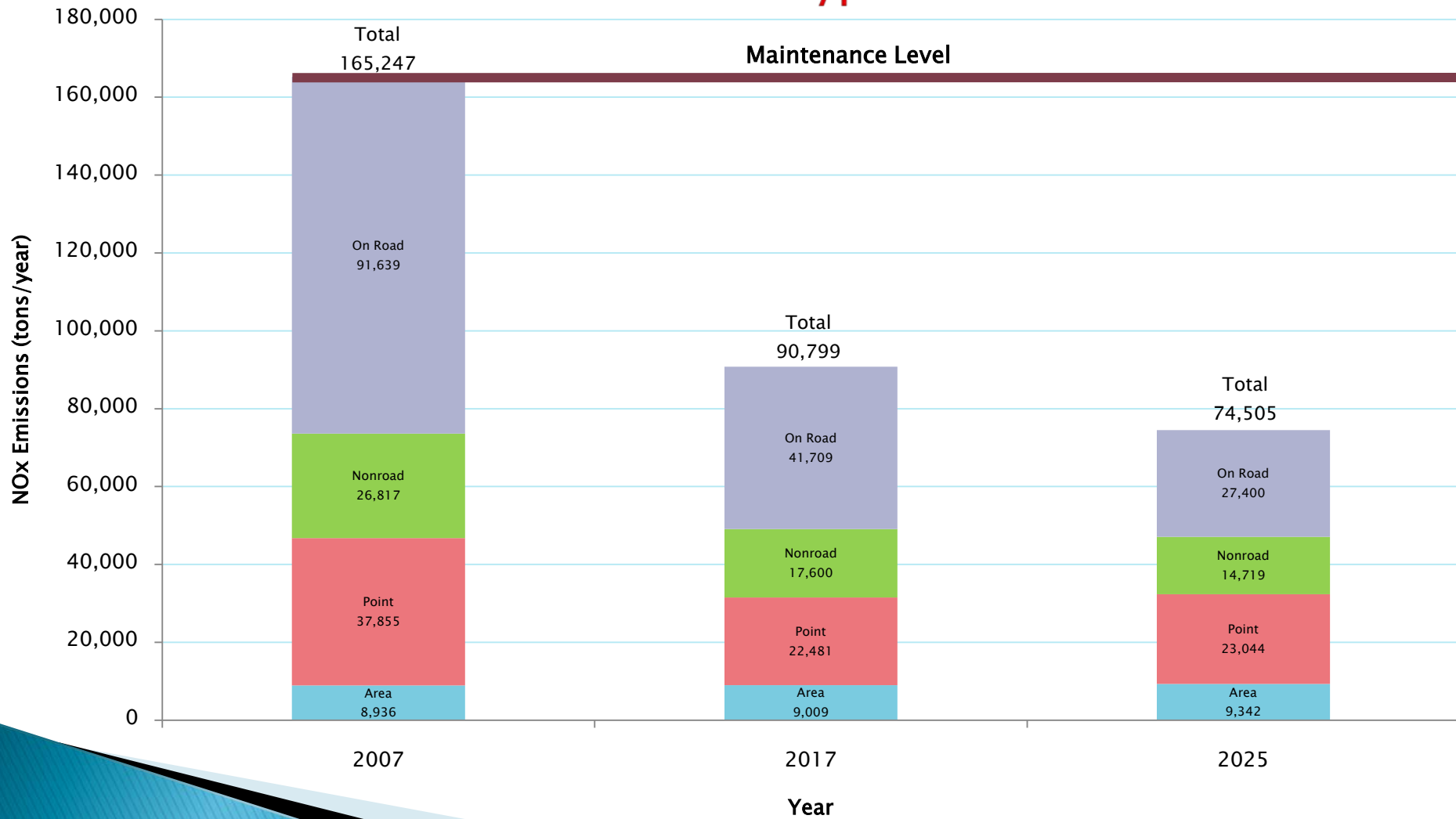
- A State Implementation Plan (SIP) for PM2.5 was submitted to EPA in April 2008, showing attainment by 2009
- EPA issued a “Clean Data Determination” in 2009, based on ground monitors
- The three states – DC, VA, and MD -- requesting redesignation to attainment status; the maintenance plan showing compliance with standards for milestone years and for all sources of emissions:
 - Point
 - Area
 - Non-Road
 - On-Road (Motor Vehicle)

MILESTONE YEARS FOR THE PM2.5 MAINTENANCE PLAN



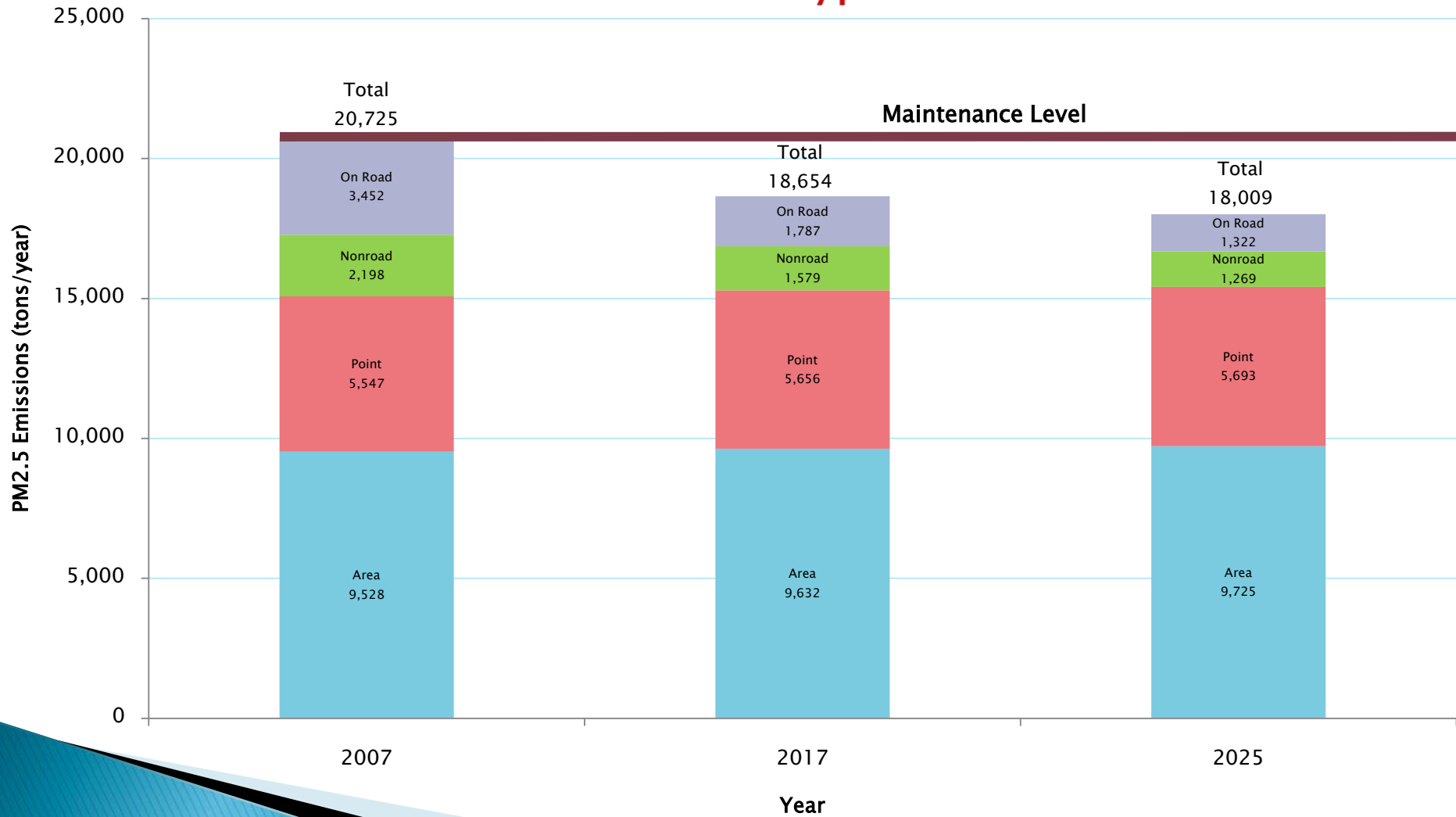
PRECURSOR NO_x EMISSIONS INVENTORIES

All Source Types



PRIMARY PM2.5 EMISSIONS INVENTORIES

All Source Types



MOTOR VEHICLE EMISSIONS INVENTORIES

Key Findings

- Motor vehicle emissions decline much faster than any other source type between 2007 (Maintenance Level) and 2025:
 - NO_x emissions decline by 70 percent
 - PM_{2.5} emissions decline by 62 percent

- By comparison, emissions from other source types change as follows between 2007 and 2025:
 - For nonroad sources, NO_x emissions decline by 45 percent and PM_{2.5} emissions decline by 42 percent
 - For point sources, NO_x emissions decline by 39 percent and PM_{2.5} emissions increase by 3 percent
 - For area sources, NO_x emissions increase by 5 percent and PM_{2.5} emissions also increase by 2 percent

SETTING MOTOR VEHICLE EMISSIONS BUDGETS

Motor Vehicle Emissions Budgets

§93.101 – Definition:

“Motor vehicle emissions budget is that portion of the total allowable emissions defined in ...the maintenance plan for a certain dateallocated to highway and transit vehicle use and emissions”

§93.118(e)(4) – Criteria & Procedures:

- iv. “The motor vehicle emissions budget(s), when considered together with all other emissions sources, is consistent with applicable requirements for....maintenance;*
- v. The motor vehicle emissions budget(s) is consistent with and clearly related to the emissions inventory in the submitted maintenance plan.”*

Source: EPA Transportation Conformity Regulations – March 2010 Update

SETTING MOTOR VEHICLE EMISSIONS BUDGETS

Motor Vehicle Emissions Safety Margins

§93.101 – Definition:

“Safety margin means the amount by which total projected emissions from all sources of a given pollutant are less than the total emissions that would satisfy the applicable requirement for ...maintenance”

§93.124(a) – Use of budgets in the Maintenance Plan:

“Unless the implementation plan explicitly quantifies the amount by which motor vehicle emissions could be higher while still allowing a demonstration of compliance with the milestonemaintenance requirement ...the MPO may not interpret the budget to be higher than the implementation plan's estimate of future emissions.”

Source: EPA Transportation Conformity Regulations – March 2010 Update

Widespread use of safety margins in maintenance plans

MOTOR VEHICLE EMISSIONS BUDGETS

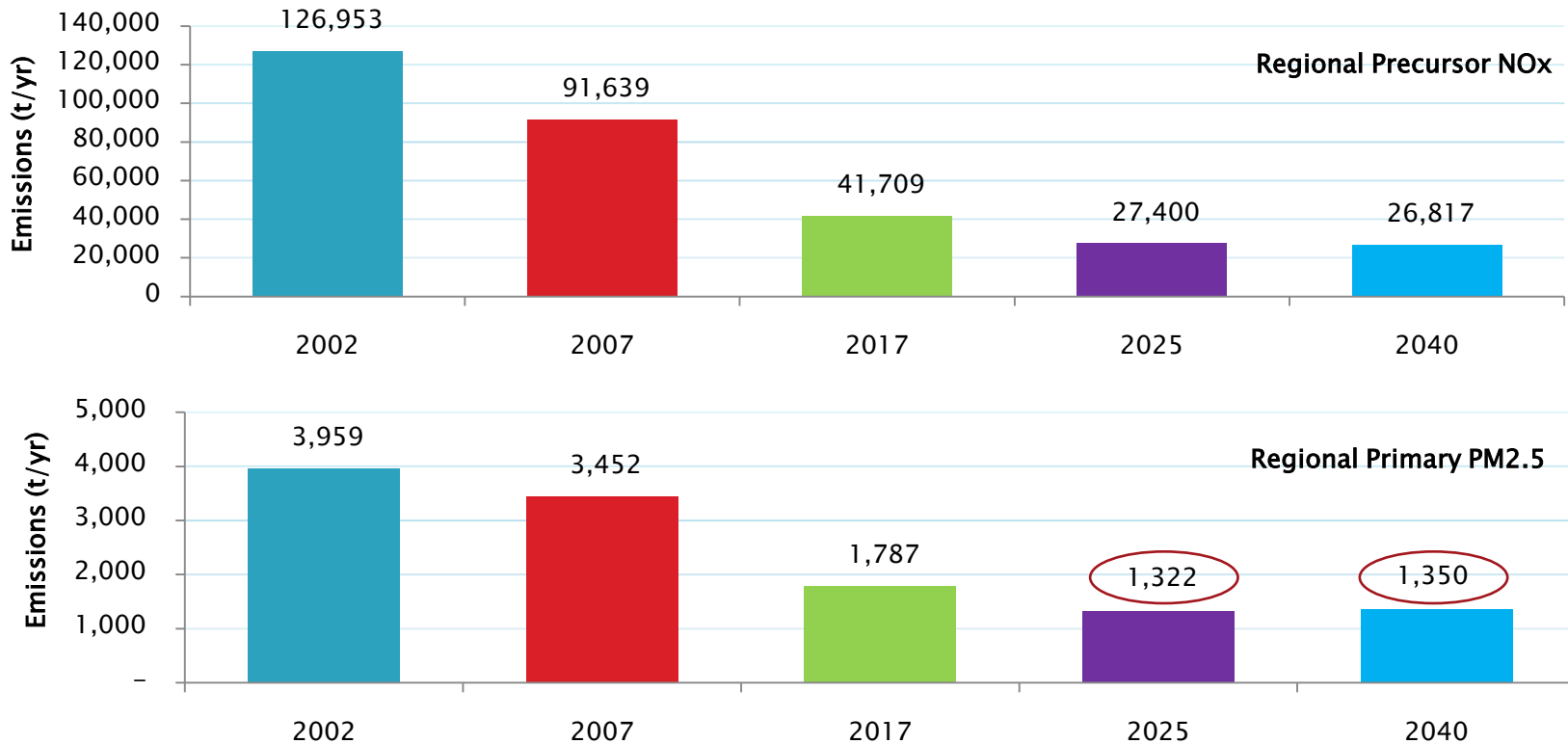
Motor Vehicle Emissions Budgets in Conformity

Once motor vehicle emissions for precursor NO_x and primary PM_{2.5} are defined in the Maintenance Plan and approved by EPA, in order to attain conformity TPB will be required to demonstrate that total projected emissions from motor vehicles are less than or equal to the budgets set for years 2017 and 2025

- For years 2017 through 2024, emissions must be less than or equal to the 2017 budgets
- For 2025 and later years, emissions must be less than or equal to the 2025 budgets

MOTOR VEHICLE EMISSIONS BUDGETS

Implications for the 2011 Constrained Long Range Plan (CLRP)



Example:

- If the 2025 mobile budget for primary PM2.5 had been set and in effect at the inventory level of 1,322 tons per year, conformity could not have been demonstrated for 2040
- The new 2017 and 2025 budgets for precursor NOx and primary PM2.5 could be in effect for the 2013 CLRP update.

MOTOR VEHICLE EMISSIONS BUDGETS

Consequences of Conformity Lapse

- If conformity is not attained, a one-year lapse grace period starts: only projects already in a conforming Plan and TIP can move ahead
- If conformity is not attained within the grace period, the Plan/TIP enter a conformity lapse period: only three types of projects can move ahead:
 - Exempt projects from Air Quality Conformity determination
 - Transportation Control Measures (TCMs), which are in an approved SIP
 - Select phases of project development (e.g., design, R-O-W acquisition or construction having funding commitments, approval or authorization prior to the conformity lapse)
- No major new transit or highway projects could move forward during a conformity lapse period

SETTING MOTOR VEHICLE EMISSIONS BUDGETS

Key Considerations

Uncertainties in the 2017 and 2025 inventories stemming from:

➤ **Future vehicle fleet mix projections**

Example: The regional vehicle fleet aged an average of 1.21 years between 2005 and 2011. If (hypothetically) the vehicle fleet were to age another 1.21 years by 2025, precursor NO_x and primary PM_{2.5} emissions inventories would increase by 19 percent and 16 percent respectively

➤ **New versions of emissions estimating models (MOVES2010a, MOVES2010b, MOVES2013)**

Example: 2011 CLRP emissions with MOVES for year 2040 were higher by 126 percent for precursor NO_x, and 76 percent for primary PM_{2.5}, than corresponding estimates derived using Mobile6.2 for same fleet and travel inputs

➤ **No requirements to update SIPs in order to address externally driven changes in key inputs such as regional vehicle fleet and EPA-mandated emissions model updates**

SETTING MOTOR VEHICLE EMISSIONS BUDGETS

Transportation Emissions Reductions Measures (TERMs) have limited potential to reduce mobile emissions

- The TERMS already in the adopted 2011 CLRP taken together reduce precursor NOx emissions for year 2040 by approximately one percent and primary PM2.5 by two percent
- The 26 next most cost-effective TERMS taken together would reduce precursor NOx emissions for year 2040 by an additional two percent and primary PM2.5 by an additional one percent, at a cost of \$85 million annually

Note: Estimates derived using the Mobile6.2 emissions model

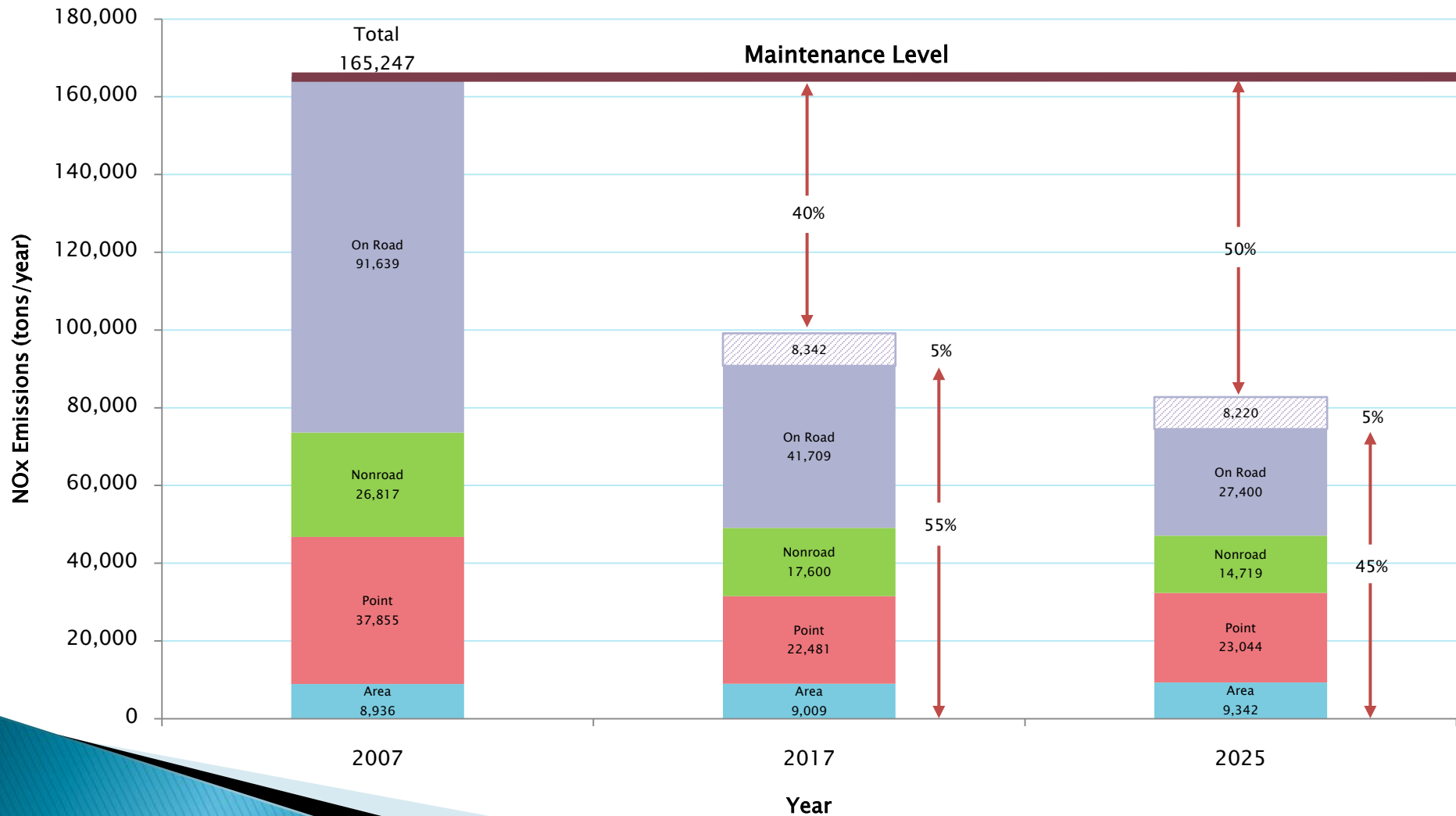
SETTING MOTOR VEHICLE EMISSIONS BUDGETS

Recommended Motor Vehicle Emissions Safety Margins

		Motor Vehicle Emissions Inventories	Recommended Safety Margins		Proposed Motor Vehicle Emissions Budgets
Year	Criteria Pollutant	(t/y)	(t/y)	Percentage of Motor Vehicle Emissions Inventories	(t/y)
2017	NOx	41,709	8,342	20%	50,051
	PM2.5	1,787	357	20%	2,144
2025	NOx	27,400	8,220	30%	35,620
	PM2.5	1,322	397	30%	1,719

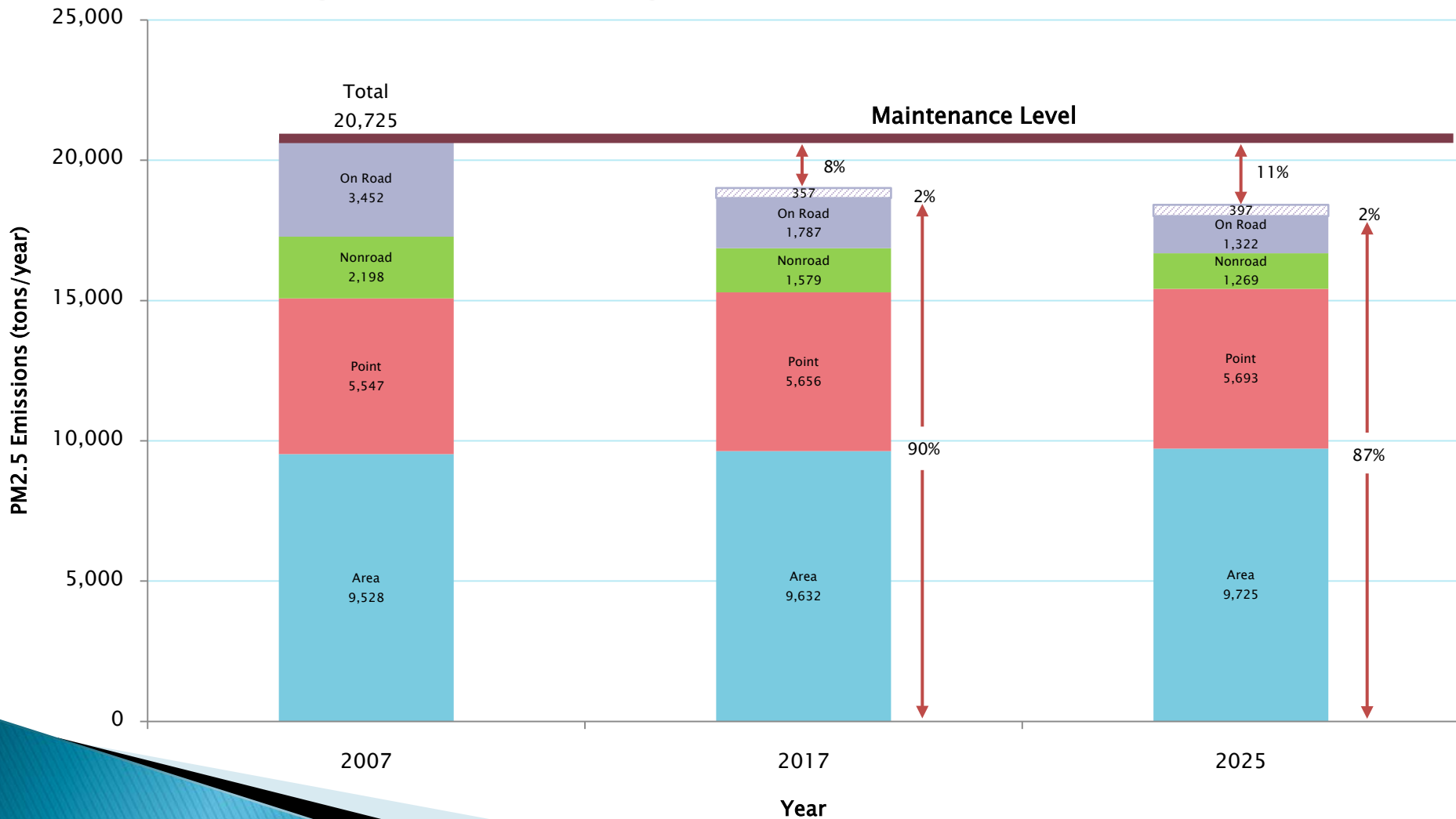
SETTING MOTOR VEHICLE EMISSIONS BUDGETS

Safety Margins as Percentages of Maintenance Level for NOx



SETTING MOTOR VEHICLE EMISSIONS BUDGETS

Safety Margins as Percentages of Maintenance Level for PM2.5



MOTOR VEHICLE EMISSIONS BUDGETS

Action Items

1. TPB to recommend to MWAQC safety margins for the 2012 PM2.5 Maintenance Plan as follows:
 - 20 percent safety margin for precursor NOx and primary PM2.5 for year 2017
 - 30 percent safety margin for precursor NOx and primary PM2.5 for year 2025
2. TPB to prepare a letter of recommendation to MWAQC articulating the need for safety margins for the interim and out years of the Maintenance Plan
3. TPB to urge MWAQC to commit to updating SIPs and motor vehicle emissions budgets when changes to the emissions estimating models mandated by EPA result in significant changes in emissions inventories

ITEM 11 – Information
March 21, 2012

Briefing on a Draft Regional Complete Streets Guidance and
Policy Template

Staff

Recommendation: Receive briefing on a draft Regional Complete Streets Guidance and Policy Template which was developed based upon discussion by regional stakeholders at a January 30 workshop, and updated based upon comments received after the workshop.

Issues: None

Background: The purpose of the Guidance and Policy Template is to encourage TPB member jurisdictions and agencies that do not already have a Complete Streets policy, or are revising an existing policy, to adopt one that reflects common elements representing current best practices. Following a 30-day comment period, the Board will be asked to adopt the Regional Complete Streets Guidance and Policy Template at its April 18 meeting.

DRAFT

Complete Streets Guidance and Policy Template for the National Capital Region

March 13, 2012

I. Purpose

The purpose of this Complete Streets Guidance and Policy Template is to encourage the National Capital Region Transportation Planning Board member jurisdictions and agencies that do not already have a Complete Streets policy, or who are revising an existing policy, to adopt a Complete Streets policy that includes common elements that the TPB believes represent current best practices.

II. Definitions

(1) **COMPLETE STREET.**—The term “complete street” means a transportation facility that safely and adequately accommodates motorized and non-motorized users, including pedestrians, bicyclists, motorists, freight vehicles, emergency vehicles, and transit riders of all ages and abilities, in a manner appropriate to the function and context of the facility.

(2) **COMPLETE STREETS POLICY.**—The term “complete streets policy” means

A directive at the local, state, regional, or federal level that ensures the safe and adequate accommodation, in all phases of project planning, development, and operations, of all users of the transportation network, including pedestrians and transit riders of all ages and abilities, bicyclists individuals with disabilities, motorists, freight vehicles, and emergency vehicles, in a manner appropriate to the function and context of the relevant facility.

(3) **COMPLETE STREETS PRINCIPLE;**—The term “complete streets principle” means

A specific component of a Complete Streets policy.

III. Ten Elements of an Ideal Complete Streets Policy

The following ten elements, which are endorsed by the National Complete Streets Coalition, should be part of a comprehensive Complete Streets policy. An ideal Complete Streets policy:

- Includes a vision for how and why the community wants to complete its streets.

- Specifies that “all users” includes pedestrians, bicyclists and transit passengers of all ages and abilities as well as trucks, buses and automobiles.
- Encourages street connectivity and aims to create a comprehensive, integrated, connected network for all modes.
- Is adoptable by all agencies to cover all roads.
- Applies to both new and retrofit projects, including design, planning, maintenance, and operations for the entire right of way.
- Makes any exceptions specific and sets a clear procedure that requires high-level approval of exceptions.
- Directs the use of the latest and best design standards while recognizing the need for flexibility in balancing user needs.
- Directs that complete streets solutions will complement the context of the community.
- Establishes performance standards with measurable outcomes.
- Includes specific next steps for implementation of policy, such as
 - Revising agency procedures and regulations to reflect the policy
 - Developing or adopting new design guides
 - Offering training for staff responsible for implementing the policy
 - Gathering data on how well streets are serving different user groups

IV. Complete Streets Policy Template

Beginning on the effective date of this policy, all transportation projects in (insert Jurisdiction or Agency) shall accommodate the safety and convenience of all users in accordance with Complete Streets principles.

Inclusions

1. Roadways, shoulders, sidewalks, shared use paths, street crossings, pedestrian signals, signs, street furniture, transit stops and facilities, rail crossings, and all connecting pathways should be designed, constructed, operated and maintained so that all users, including pedestrians, bicyclists, transit vehicles and riders, freight vehicles, emergency vehicles, motorists, and people with disabilities, can travel safely and independently.
2. Transportation projects should address the need for pedestrians and bicyclists to cross facilities as well as travel along them. The design and construction of new facilities should not preclude the provision of future improvements to accommodate future demand for walking and bicycling, especially in order to access transit.

3. Transportation projects should comply with up-to-date design standards, particularly standards relating to providing access for individuals with disabilities.
4. Complete Streets principles should be applied in due consideration of the urban, suburban, or rural context in which a project is located, as well as applicable federal, state, and local environmental requirements. While all users should be accommodated, modal priorities may vary by area and facility.

Exemptions

Project-specific exemptions shall be approved by a senior manager of the responsible agency.

This policy does not apply:

1. To a new transportation facility construction or modification project for which, as of the effective date of the adoption of the policy, at least 30 percent of the design phase is completed.
2. To a transportation facility which prohibits, by law, use of the facility by specified users, in which case a greater effort should be made to accommodate those specified users elsewhere in the travel corridor.
3. When the cost to the exempted project in achieving compliance with the applicable complete streets policy would be excessively disproportionate (as per FHWA guidance), as compared to the need or probable use of a particular complete street; or,
4. When the existing and planned population and employment densities or level of transit service around a particular roadway are so low that there is a documented absence of a need (as per FHWA guidance) to implement the applicable complete streets policy.
5. To passenger and freight rail projects, which shall not be required to accommodate other motorized users in the railway right of way, although safe and adequate rail crossings for motorized and non-motorized users should be provided.

V. Documentation and Reporting

1. Every two years Transportation Planning Board staff shall conduct a survey of the TPB member agencies regarding their adoption and implementation of Complete Streets policies.
2. Every two years Transportation Planning Board member agencies will be asked to report in the regional Bicycle and Pedestrian Project Database on the pedestrian and bicycle facilities that have been newly created or substantially improved.

3. Implementation of Complete Streets principles will be documented in the regional Transportation Improvement Program. Details are to be proposed by TPB staff and reviewed for recommendation by the TPB Technical Committee.

VI. Promotion

The TPB will sponsor training on Complete Streets best practices for personnel responsible for the design, construction, and maintenance of streets.

ITEM 12- Information

March 21, 2012

Briefing on the Regional "Street Smart" Pedestrian and Bicycle Safety Education Campaign

Staff

Recommendation: Receive briefing on the Spring 2012 Street Smart campaign, and on the status of funding and planning for the Fall 2012 and Spring 2013 campaigns.

Issues: None

Background: Street Smart is an educational campaign, directed at motorists, pedestrians and bicyclists, with the goal of reducing pedestrian and bicyclist injuries and deaths. It consists of waves of radio, transit, internet, and outdoor advertising, which since 2007 have run twice annually. A press conference is held at the beginning of each wave. All materials are translated into Spanish including the radio spots which run on Spanish-language radio. Pedestrian-related law enforcement efforts occur concurrently.

MEMORANDUM

TO: Transportation Planning Board

FROM: Michael Farrell, Transportation Planner
Department of Transportation Planning

SUBJECT: Street Smart Regional Pedestrian and Bicycle Safety Campaign: the Spring 2012 campaign and Planning for FY 2013 (Fall 2012 and Spring 2013) campaigns

DATE: March 14, 2012

Background

The Washington region has an average of approximately 2,700 pedestrian injuries and 80 fatalities per year. To help raise public awareness of pedestrian and bicycle safety, in 2002 the National Capital Region Transportation Planning Board (TPB) initiated a regional pedestrian and bicycle safety campaign known as Street Smart. Street Smart is an educational campaign, directed at motorists, pedestrians and bicyclists, with the goal of reducing pedestrian and bicyclist injuries and deaths. It consists of waves of radio, television, transit, internet, and outdoor advertising, which since 2007 have run twice annually. A press conference is held at the beginning of each wave. All materials are translated into Spanish including the radio spots which run on Spanish-language radio. Pedestrian-related law enforcement efforts occur concurrently.

Major funding for the program comes from federal safety funds administered by the States, with voluntary local contributions from WMATA and some of the TPB member jurisdictions.

The TPB was briefed on the results of the FY 2011 campaign at its October 2011 meeting.

Spring 2012 Campaign: March 18-April 14

The Spring campaign wave will include cable television, radio, transit, internet advertising and a web site, www.beststreetsmart.net. New ads, with the theme "We Stop Killer Pedestrian Crashes" were developed for Spring 2012. An advisory committee, consisting of representatives of the funding agencies, worked with the project consultant to develop the new campaign materials. The campaign theme and draft materials were vetted by a professionally managed focus group representing the target demographic.

The TPB Technical Committee was briefed on a draft of the new campaign materials at its February meeting.

As in previous campaigns, a before and after survey of area motorists will measure public recognition of the campaign themes.

Total budget for FY 2012 was \$633,916, of which \$412,000 is going to the Spring 2012 wave. A number of law enforcement agencies have pledged to carry out pedestrian safety enforcement during the campaign. However, the Street Smart program does not fund law enforcement.

A kick-off press conference will be held at 11:30 a.m. on Wednesday, March 28th at 5922 Marlboro Pike, District Heights, MD. Prince George's Police will carry out live enforcement.

A full evaluation of the FY 2012 campaign and further details on campaign activities will be included in the Annual Report and Campaign Summary, which will be available in October. The TPB will be briefed on the Annual Report at that time.

Planning for FY 2013 (Fall 2012 and Spring 2013)

In previous years the TPB sent letters to its members requesting voluntary contributions for the Street Smart campaign. In response to requests from COG and TPB members for consolidation of voluntary or supplemental fees into the regular COG dues, for FY 2013 \$63,444 in local funding has been incorporated into the regular COG dues. Therefore no letters will be sent requesting additional voluntary contributions for FY 2013, though partner agencies are welcome to contribute additional funds if they wish. Applications for funding are also being submitted to the States and WMATA. At this point it appears likely that sufficient funds will be available for both a Fall and a Spring campaign wave.

In-kind support is as important as financial support. In addition to providing funds, TPB member jurisdictions can provide technical support and help shape the messages through the Advisory Group, carry out concurrent pedestrian safety enforcement, host the press event, distribute campaign materials, and last but not least, carry out their own engineering, enforcement, and education – based traffic safety programs.

National Capital Region Transportation Planning Board

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WORK SESSION ON COMPLETE STREETS IN THE WASHINGTON REGION

A TPB work session will be held in the COG Board Room from 11:00 am to 11:45am on Wednesday, March 21st, immediately prior to the monthly TPB meeting, to discuss ongoing Complete Streets activities in the region and a draft regional Complete Streets Guidance and Policy Template. TPB staff and representatives of Arlington County Department of Environmental Services (DES) and the District Department of Transportation (DDOT) will present on the following topics:

- (1) The Complete Streets Idea - Michael Farrell, TPB Staff
 - a. Essentials of Complete Streets
 - b. The National Movement
 - c. Policies in the Washington Region
 - d. Development of a regional Complete Streets Guidance and Policy Template
- (2) District of Columbia's Complete Streets Policy and Practice – Jim Sebastian, DDOT
- (3) Arlington's Complete Streets Policies and Practices – Ritch Viola, Arlington County DES
- (4) Discussion/ Q&A

All TPB members, alternates, technical staff and interested members of the public are cordially invited to attend and participate in this work session.