

**NATIONAL CAPITAL REGION  
TRANSPORTATION PLANNING BOARD**

**FY 2015**

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

**March 19, 2014**

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.



## TABLE OF CONTENTS

RESOLUTION .....	v
SUMMARY .....	vii
<b>I. INTRODUCTION</b>	
Purpose .....	1
Planning Requirements.....	1
Regional Planning Goals .....	2
Addressing Changing Planning Priorities.....	3
Responsibilities for Transportation Planning.....	4
FY 2015 Regional Planning Priorities .....	5
Total Proposed Funding By Federal Sources for FY 2015.....	15
<b>II. PROPOSED FY 2015 TPB WORK PROGRAM AND BUDGET</b>	
Program Structure .....	19
Work Activity Budgets.....	20
<b>III. Major Work Activities</b>	
1. Plan Support.....	27
2. Coordination and Programs.....	41
3. Forecasting Applications.....	54
4. Development of Networks and Models .....	61
5. Travel Monitoring .....	66
6. Technical Assistance .....	71
District of Columbia .....	71
Maryland .....	72
Virginia .....	75

WMATA.....	77
7. Continuous Airport Systems Planning Program .....	79
8. Service/Special Projects .....	81
IV. Proposed FY 2015 State Transportation Agency State Planning and Research Programs (SPR) .....	83
District of Columbia.....	85
Maryland.....	86
Virginia.....	89
V. Appendix .....	93

### **LIST OF TABLES**

1. FY 2015 TPB Proposed Funding by State and Local Sources .....	17
2. TPB FY 2015 Work Program by Funding Sources .....	23
3. TPB FY 2015 Budget and Work Program by Expenditure Category .....	24

### **LIST OF FIGURES**

1. Organizations Represented on the TPB and/or its Technical Committees.....	7
2. Membership of the National Capital Region Transportation Planning Board .....	8
3. Transportation Planning and Programming Responsibilities .....	9
4. Transportation Planning Studies Within the Washington Metropolitan Area 2014.....	10
5. Overview of Planning Products and Supporting Activities .....	21
6. Visual Representation of UPWP Work Activity Relationships.....	22
7. TPB Committee Structure .....	25

TPB R13-2014  
March 19, 2014

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

**RESOLUTION APPROVING THE FY 2015 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 2014 Unified Planning Work Program for Transportation Planning for the Washington Metropolitan Region was approved by the Transportation Planning Board (TPB) on March 20, 2013; and

**WHEREAS**, on February 13, 2014, the TPB released the draft FY 2015 UPWP for public comment; and

**WHEREAS**, the TPB Technical Committee reviewed the outline and budget on January 3, 2014 and the draft document on February 7, and recommended approval by the TPB of the final draft FY 2015 UPWP at its meeting on March 7; and

**WHEREAS**, on March 19, 2014, the TPB adopted resolution R12-2014 which identifies certain projects for carryover funding from FY 2014 to FY 2015, and these projects and budgets will be incorporated into the final version of the FY 2015 UPWP;

**NOW, THEREFORE, BE IT RESOLVED THAT** the National Capital Region Transportation Planning Board approves the FY 2015 Unified Planning Work Program for Transportation Planning for the Metropolitan Washington Region.

**Adopted by the Transportation Planning Board at its regular meeting on March 19, 2014.**



## SUMMARY

The Fiscal Year 2015 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, 2014 through June 30, 2015. 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

The Moving Ahead for Progress in the 21<sup>st</sup> Century (MAP-21) Act, which became effective October 1, 2012, made some important modifications to the metropolitan planning process, primarily requiring metropolitan planning organizations (MPOs) to establish and use a performance-based approach to transportation decision making and development of transportation plans. This work program has been developed to comply with anticipated changes regarding metropolitan planning as called for in MAP-21. However, in April 2014 the USDOT is expected to issue a notice of proposed rule regarding metropolitan and statewide planning that will provide specific guidance for the UPWP. Once these planning regulations are final, the activities in the UPWP will be revised and amended as necessary.

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 2015 UPWP include:

- Documenting the 2014 Constrained Long Range Transportation Plan (CLRP).
- An assessment of the 2014 update of the CLRP and the TPB's Regional Transportation Priorities Plan (RTPP) which was approved in January 2014.

- Work elements to ensure the development of the 2015 CLRP and new Transportation Improvement Program (TIP) complies with the requirements of MAP-21 and meet air quality objectives.
- Addressing MAP-21 requirements related to the congestion management process (CMP).
- Addressing MAP-21 requirements related to regional bus planning, transportation safety planning, and regional freight planning.
- Supporting the 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Program for the Washington DC-VA-MD Urbanized Area under MAP-21.
- Conducting the selection process for small capital improvement projects using funding sub-allocated to the Washington metropolitan region through the state DOTs from the MAP-21 Transportation Alternatives Program (TAP).
- In Fall 2014, collecting household travel survey data for 4,800 households in seven focused geographic subareas of the region.
- Supporting COG's Region Forward regional planning efforts involving transportation.
- Continuing to coordinate human service transportation, and to support the TPB Access for All Advisory Committee to involve community groups not traditionally participating in the planning process such as minorities, low-income residents and persons with disabilities.
- Supporting emergency response and preparedness and regional management, operations and intelligent Transportation Systems (MOITS) activities.



## **I. INTRODUCTION**

### **Purpose**

The **FY 2015 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, 2014 through June 30, 2015. 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 Safe, Accountable, Flexible, and Efficient Transportation Equity Act - A Legacy for Users (SAFETEA-LU) of 2005 defines the structure of the metropolitan planning process. On February 14, 2007, the FHWA and FTA issued final regulations regarding metropolitan planning in response to SAFETEA-LU. The Moving Ahead for Progress in the 21<sup>st</sup> Century (MAP-21) Act, which became law on July 6, 2012, made some important modifications to the metropolitan planning process, primarily requiring metropolitan planning organizations (MPOs) to establish and use a performance-based approach to transportation decision making and development of transportation plans. This work program has been developed to comply with the MAP-21 requirements regarding metropolitan planning. After the FHWA and FTA proposed regulations on MPO planning are issued, the proposed activities will be reviewed to identify revisions that may be necessary to comply with the final regulations.

On November 17, 2010, the TPB approved the 2010 Financially Constrained Long Range Transportation Plan (CLRP) for the National Capital Region. 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 MWCOC 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 included 11 TPB recommendations and 3 FAMPO recommendations. The report also had 4 corrective actions that FAMPO must address. All of the recommendations and corrective actions have been addressed and a report on their implementation was submitted to FTA and FHWA on July 18, 2012.

On November 16, 2011, the TPB approved the 2011 CLRP. In a February 17, 2012 letter, FHWA and FTA found that the 2011 CLRP conforms to the region's State Implementation Plans. On July 18, 2012, the TPB approved the 2012 CLRP and FY 2013-2018 TIP. In a September 28, 2012 letter, FHWA and FTA found that the 2012 CLRP and FY 2013-2018 TIP conform to the region's State Implementation Plans. On July 17, 2013, the TPB approved the 2013 CLRP and FY 2013-2018 TIP. In a January 22, 2014 letter, FHWA and FTA found that the 2013 CLRP and FY 2013-2018 TIP conform to the region's State Implementation Plans.

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. MAP-21 requires the planning process to consider projects and strategies that address eight planning factors. These eight 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**

### MAP-21 Requirements

MAP-21 calls for metropolitan planning organizations, public transportation providers and states to establish and use a performance-based approach to transportation decision making to support seven national goals. The USDOT must establish performance measures related to seven goal areas for the federal-aid highway system by April 1, 2014. The goal areas include: safety, infrastructure, congestion reduction, system reliability, freight movement and economic vitality, environmental sustainability, and reduced project delivery delays. The goal areas for public transportation address transit safety and transit asset management.

The states then have a year (April 1, 2015) to establish performance targets in support of those measures; and the MPO subsequently has 180 days (October 1, 2015) to establish performance targets coordinated with those of the states and public transportation providers. After these targets are set, the metropolitan transportation plan and the transportation improvement program (TIP) are required to include a description of the performance measures and targets used in assessing the performance of the transportation system. The metropolitan transportation plan will also have to include a system performance report evaluating the condition and performance of the transportation system with respect to the established targets. The TIP is also required to include a description of the anticipated effect of the TIP toward achieving the performance targets set in the plan.

MAP-21 establishes two new programs administered by the state DOTs to fund a variety of projects. The TPB will have an important supporting role in the planning and selection of the projects funded under the new Transportation Alternatives Program and the new Section 5310 Enhanced Mobility Program.

In addition to the changing federal context, other factors that influence activities in this work plan are regional in scope. For example, on January 15, 2014, after a three-year process, the TPB approved the Regional Transportation Priorities Plan (RTPP) for the National Capital Region. The Priorities Plan developed a comprehensive set of regional transportation goals and challenges, and then identified three regional priorities that local, state, and regional agencies should consider when developing projects. By FY 2015, it is anticipated that the Priorities Plan will influence policy actions, funding strategies and potential projects considered for potential incorporation into the CLRP.

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 MAP-21. 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.

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 (MWAA), 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 2015 Regional Planning Priorities**

During FY 2014, a significant effort will be made to examine potential regional performance measures in coordination with the three state DOTs, WMATA and the local government public transportation operators to address the new MAP-21 planning regulations and performance management requirements for MPOs. With the completion in January 2014 of the three-year process to develop the RTPP, the focus will turn to assessing what policy actions, funding strategies and potential projects are proposed for inclusion in the CLRP. Efforts will continue to improve the coordination between land use and transportation planning. 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**

<b>RESPONSIBILITY</b>	<b>AGENCIES</b>
<b>UPWP Development</b>	TPB, DOTs, WMATA, Local Gov'ts
<b>Planning Certification</b>	TPB, DOTs
<b>Performance-based Planning</b>	TPB, DOTs, WMATA
Performance targets	TPB, DOTs, WMATA,
Performance monitoring	TPB, DOTs, WMATA,
<b>CLRP Development</b>	
Transportation/Land-Use Planning	TPB, MDPC, Local Gov'ts
Plan Inputs/Update	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 Plan	TPB, DOTs, Local Gov'ts.
<b>TIP Development</b>	
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
Projects Fed Funding	TPB, DOTs, WMATA
<b>Air Quality 2010 Attainment Plan</b>	MWAQC, TPB, DOTs
CO <sub>2</sub> Mobile Emissions Reduction	WMATA, state AQ agencies
<b>Climate Change Adaptation</b>	TPB, DOTs, WMATA, Local Gov'ts
<b>Corridor Studies</b>	DOTs, WMATA, TPB
<b>Travel Demand Forecasting</b>	TPB
<b>Travel Monitoring</b>	TPB, DOTs, WMATA, Local Gov'ts



**Figure 4**

**TRANSPORTATION PLANNING STUDIES WITHIN THE WASHINGTON METROPOLITAN AREA 2014**

Name	Primary Agencies	Schedule	Products
<b>Regional</b>			
Update of Constrained Long-Range Plan	TPB, state DOTs, WMATA, local govts.	2014	CLRP
Station Area Plans (multiple stations)	WMATA	on-going	Plans
Station Access Studies (multiple stations)	WMATA	on-going	Plans
Priority Corridor Dev. Plans (multiple corridors)	WMATA	on-going	Plans
Bus Service Eval. Studies	WMATA	on-going	Studies
Bicycle and Pedestrian Phase III	WMATA	2014	Report
2040 Regional Transit System Plan	WMATA	2014	Report
2040 Regional Transit System Implementation Plan	WMATA	2014	Report
Policy Alternatives to the 2040 RTSP Build Network	WMATA	2014	Report
LRT/ Streetcar Interoperability	WMATA	on-going	Report
Metrobus Passenger Survey	WMATA/MWCOG	2014	Dataset, Report
Late-Night Bus Service	WMATA	2014	Report
Silver Spring Capacity Study	WMATA	2014	Report
Farragut West – Farragut North Passageway Study	WMATA	2014	Report
Metrobus Network Effectiveness Study	WMATA	2014	Report

**Figure 4 PLANNING STUDIES 2014 (Continued)**

Name	Primary Agencies	Schedule	Products
Metrorail Line Load Application	WMATA	2014	Application
<b>Virginia</b>			
I 66 Tier 2 EIS (Outside the Beltway)	VDOT	2015	FEIS
Significant Projects Ratings Study (HB 599)	VDOT	2014	Ratings Report
Potomac River Crossings Planning Study	VDOT	2014	Demand Report
Buckland Area Study	VDOT	2015	Report
DACPMA Hwy. EA	VDOT	2014	EA Report
Bi County Parkway	VDOT	2014	FEIS
VA Rte. 28 Study	VDOT	2015	Improvement Options
Fairfax County Pkwy Study Phase 1	VDOT	2015	Near-term Operational Improvements
US 1 Multimodal Alternative Analysis Study	VDRPT	FY2015	Recommended NEPA Action Documentation 2014 and environmental work/project development
VRE Extension to Gainesville	VRE	2015	NEPA Document
Columbia Pike Streecar - NEPA	Arlington Co. Fairfax Co.	2015	NEPA
<b>Maryland</b>			
Capital Beltway Study	MDOT, VDOT, Montgomery & Prince George's Counties	On-hold	DEIS

<b>Figure 4 PLANNING STUDIES 2014 (Continued)</b>			
<b>Name</b>	<b>Primary Agencies</b>	<b>Schedule</b>	<b>Products</b>
I-270 Multi-Modal Corridor Study - Highway	MDOT/SHA, Montgomery & Frederick Counties	On-hold	FEIS
Corridor Cities Transitway Study	MDOT/MTA	2015	EA/FONSI
Purple Line (Bethesda to Silver Spring/ Silver Spring to New Carrollton)	MDOT/MTA	2014	FEIS
Southern Maryland Transit Study	MDOT/MTA	2015	Report
MD 5 Transportation Study( I-495 to US 301)	MDOT/SHA	2014	DEIS
US 301 Waldorf Study (US 301from T.B. to south of Waldorf)	MDOT/SHA	2014	Feasibility Study
MD 223 Corridor Study (Steed Road to MD 4)	MDOT/SHA	2014	Report
MD 97 Safety Accessibility Study (16th Street to Forest Glen Road)	MDOT/SHA/MTA	2015	Not Determined
MD 97 (BRT) (Glenmont Metro to Montgomery General Hospital – Olney)	MDOT/SHA/MTA	2014	Not Determined
MD 586 Viers Mill BRT	MDOT/SHA/MTA	2015	DEIS
US 301 Planning for Operations Study (US 50 to Potomac River)	MDOT/SHA	2015	Report
I-270 Planning for Operations Study (I-495 To MD 109)	MDOT/SHA	2015	Report
Region-wide Bus on Shoulder Feasibility	MDOT/MTA/SHA WMATA/VDOT/ Counties	2014	Report

<b>Figure 4 PLANNING STUDIES 2014 (Continued)</b>			
<b>Name</b>	<b>Primary Agencies</b>	<b>Schedule</b>	<b>Products</b>
MD 28 Corridor Study MD 97 to I-95	MDOT/SHA	2017	Not Determined
Montgomery County BRT Study	MDOT/MTA/SHA	TBD	Not Determined
<b>District of Columbia</b>			
14th Street Bridge Feasibility Study	FHWA, DDOT, VDOT	on-going	EIS
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
Managed Lane Study	DDOT	2014	NEPA
DC Streetcar- Anacostia Ext EA and Section 106	DDOT/FTA/FHWA	2014	EA & Sec 106
DC Streetcar - Union Station to Georgetown	DDOT/FTA/FHWA	2014	NEPA
DC Streetcar- Benning Rd Ext Environmental	DDOT/FTA/FHWA	2014	EA
DC Streetcar – M Street Ext Environmental	DDOT/FTA /FHWA	2014	EA
Virginia Avenue Tunnel	CSX/FHWA/DDOT	2014	EIS
Long Bridge Study	DDOT/ FRA	2014	Study
Long Bridge Environmental	DDOT / FRA	2014	NEPA
C Street N.E. Implementation Study	DDOT	2014	Study

<b>Figure 4 PLANNING STUDIES 2014 (Continued)</b>			
<b>Name</b>	<b>Primary Agencies</b>	<b>Schedule</b>	<b>Products</b>
moveDC	DDOT	2014	Plan
DC Streetcar System Plan (2014 Update)	DDOT	2014	Plan
Metropolitan Branch Trail Fort Totten to Eastern Avenue Concept Study	DDOT	2014	Study
Southeast/Southwest Special Events Study	DDOT	2014	Study
State Freight Plan	DDOT	2014	Plan
North South Corridor Study	DDOT	2014	Study



## **Total Proposed Funding by Federal Source for FY 2015**

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 2015 funding level in Table 1 under the "FTA Section 5303" column is assumed to be the same as the FY 2014 level, and new funding under the "FHWA Section 112" column is assumed to be the same as the FY 2014. The total FY 2015 budget for the Basic Program with unobligated funding from FY 2013 is assumed to be the same as the FY 2014 total. The FY 2015 funding levels and budget will be amended in the fall after the new federal funding amounts are determined.





**TABLE 1**  
**FY 2015 TPB PROPOSED FUNDING BY FEDERAL, STATE AND LOCAL SOURCES**  
 (July 1, 2014 to June 30, 2015)

	FTA SECT 5303 80% FED & 20% STA/ LOC	FHWA SECT 112 80% FED & 20% STA/ LOC	FAA CASP 90% FED & 10% LOC	TOTALS
<b>ALLOTMENTS PROVIDED BY DDOT</b>				
NEW FY 2015	521,703	2,148,445		2,670,148
UNOBLIGATED FY 2013	28,123	116,540		144,663
CARRYOVER FY 2014	61,337	232,005		293,342
<b>SUBTOTAL</b>	<b>611,163</b>	<b>2,496,990</b>		<b>3,108,153</b>
<b>ALLOTMENTS PROVIDED BY MDOT</b>				
NEW FY 2015	1,253,735	3,531,767		4,785,502
UNOBLIGATED FY 2013	152,328	374,130		526,458
CARRYOVER FY 2014	208,833	554,435		763,269
<b>SUBTOTAL</b>	<b>1,614,896</b>	<b>4,460,332</b>		<b>6,075,229</b>
<b>ALLOTMENTS PROVIDED BY VDRPT &amp; VDOT</b>				
NEW FY 2015	1,010,540	3,168,679		4,179,219
UNOBLIGATED FY 2013	72,000	332,689		404,689
CARRYOVER FY 2014	191,848	571,198		763,046
<b>SUBTOTAL</b>	<b>1,274,388</b>	<b>4,072,566</b>		<b>5,346,954</b>
<b>TPB BASIC PROGRAM</b>				
TOTAL NEW FY 2015	2,785,978	8,848,891		11,634,869
TOTAL UNOBLIGATED FY 2013	252,451	823,359		1,075,810
<b>SUBTOTAL</b>	<b>3,038,429</b>	<b>9,672,250</b>		<b>12,710,679</b>
TOTAL CARRYOVER FY 2014	462,019	1,357,638		1,819,657
<b>TOTAL BASIC PROGRAM</b>	<b>3,500,448</b>	<b>11,029,888</b>		<b>14,530,336</b>
<b>GRAND TOTAL</b>	<b>3,500,448</b>	<b>11,029,888</b>	<b>\$232,000</b>	<b>14,762,336</b>

"New FY2015 funds" are newly authorized funds for the FY2015 UPWP

"Unobligated FY2013 funds" are unexpended funds from the completed FY2013 UPWP

"Carryover FY2014 funds" are programmed from the FY2014 UPWP to complete specific work tasks in the FY2014 UPWP



## II. PROPOSED FY 2015 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. This 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 2014 program. 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 development of the CLRP and TIP will comply with the requirements in MAP-21.

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. These activities will address the development of new performance measures and targets required in MAP-21. Public participation applies to all of the policy products. Human services transportation coordination planning incorporates the MPO role in the new MAP-21 FTA Section 5310 Enhanced Mobility program for elderly persons and persons with disabilities. The Transportation /Land Use Connection (TLC) Program supports the improvement of coordination between land use and transportation planning and incorporates the MPO role in the new MAP-21 Transportation Alternatives Program.

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.

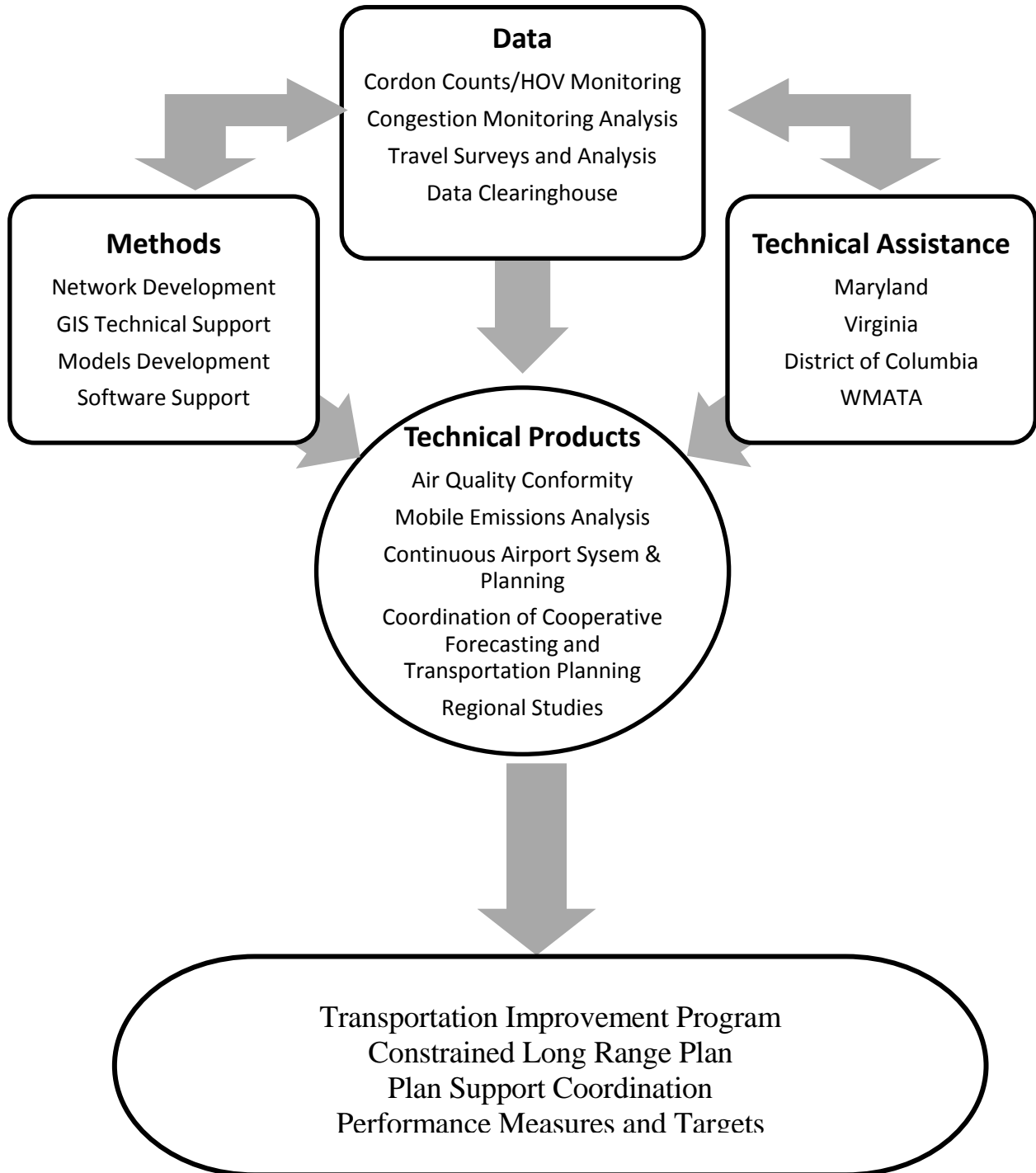
### **Work Activity Budgets**

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.

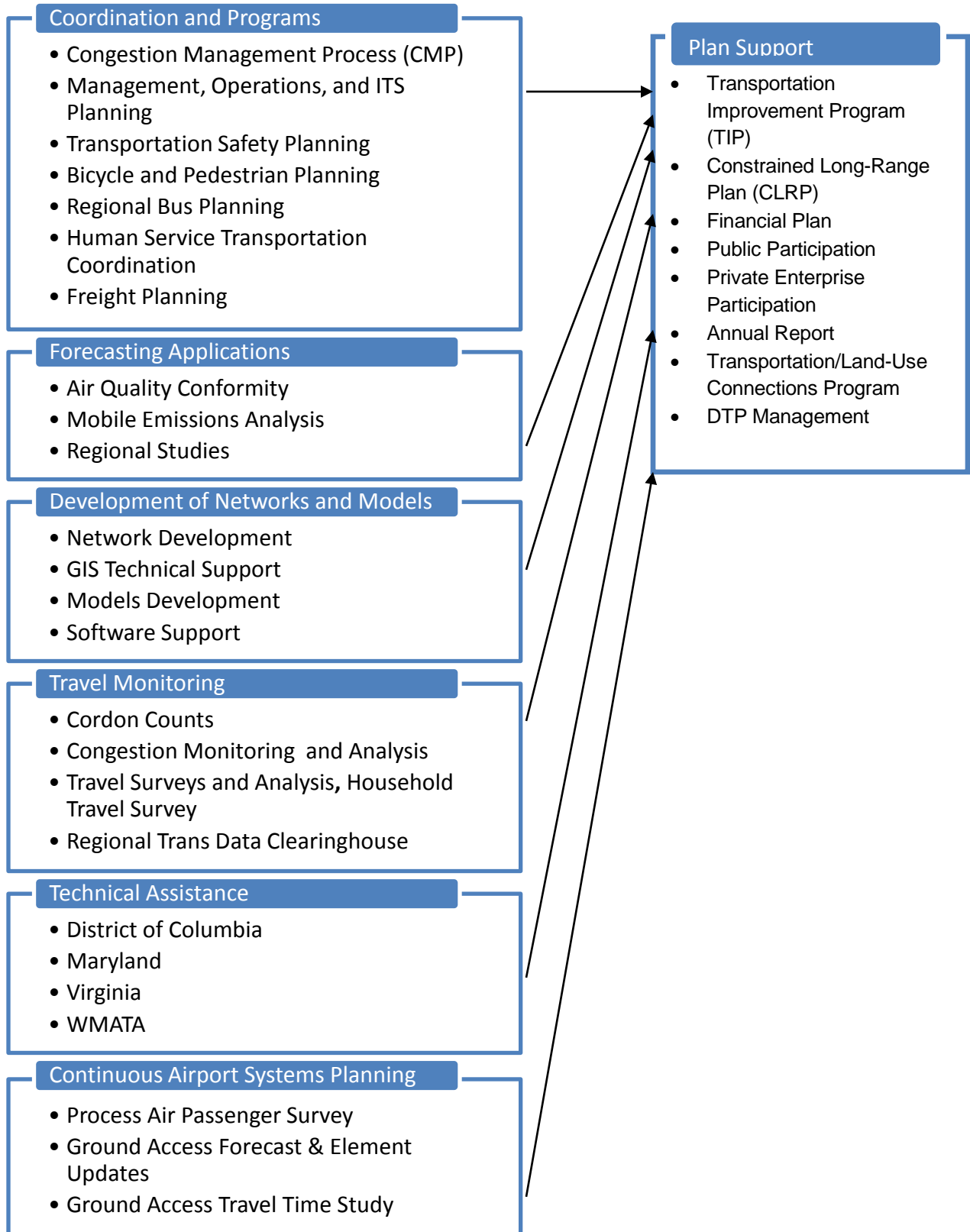
Funding for the TPB Basic Work Program is similar to the FY 2014 level. The FY 2015 UPWP continues and modifies several work activities in the FY 2014 UPWP to address MAP-21 requirements. The structure and content of this work program are summarized as follows:

- **Under Section 1 - Plan Support**, all of the activities have been conducted on an annual basis in previous years. The development of the CLRP and TIP will comply with the requirements in MAP-21.
- **Under Section 2 - Coordination Planning**, all of the activities have been conducted on an annual basis in previous years and will address the development of new performance measures and targets required in MAP-21.
- **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 2015 WORK PROGRAM BY FUNDING SOURCES**

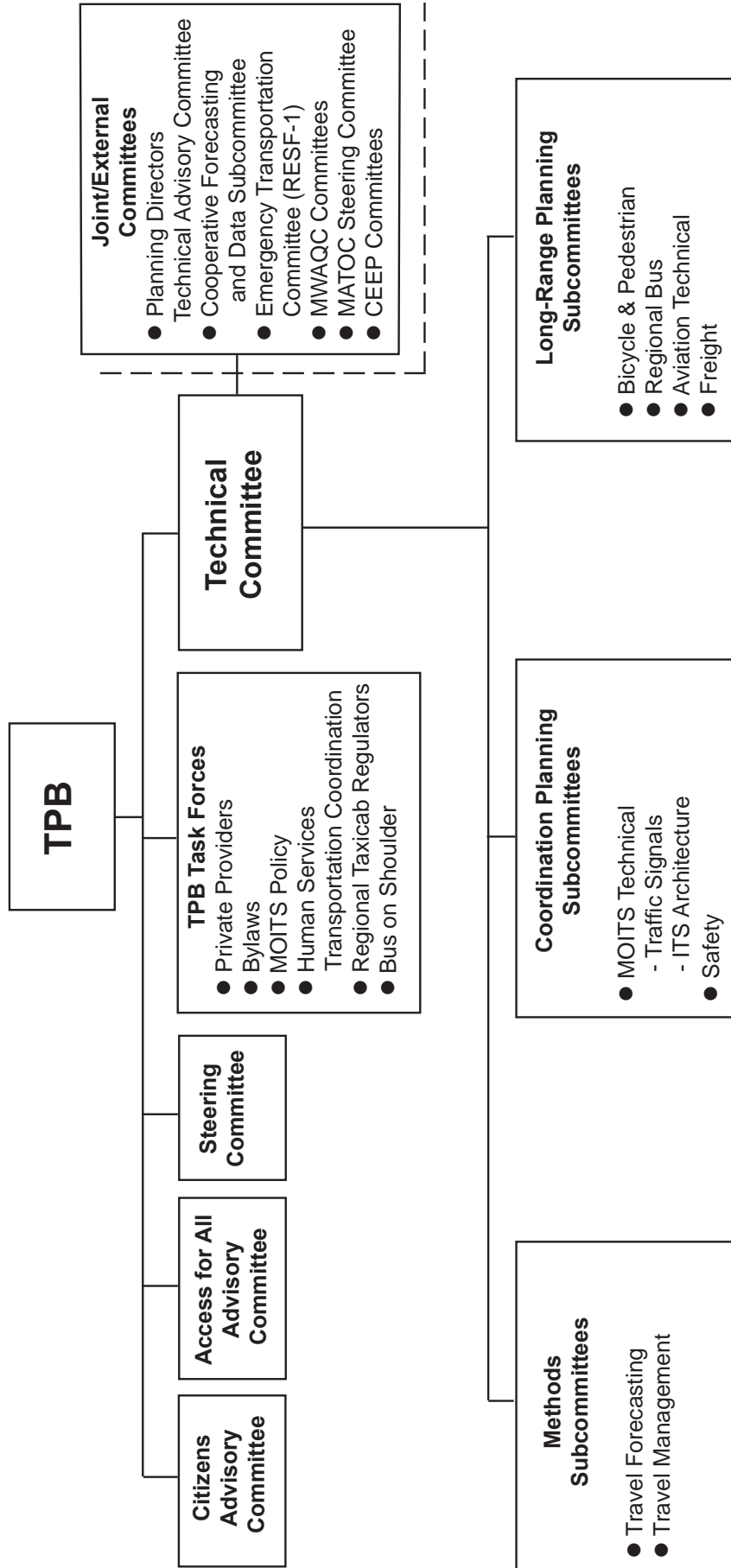
<b>WORK ACTIVITY</b>	<b>TOTAL COST</b>	<b>FTA/STATE/ LOCAL</b>	<b>FHWA/STATE/ LOCAL</b>	<b>OTHER FUND</b>
<b>1. PLAN SUPPORT</b>				
A. Unified Planning Work Program (UPWP)	72,800	17,538	55,262	
B. Transp Improvement Program (TIP)	247,800	59,696	188,104	
C. Constrained Long-Range Plan	736,100	177,331	558,769	
D. Financial Plan	64,900	15,635	49,265	
E. Public Participation	434,700	104,722	329,978	
F. Private Enterprise Participation	18,800	18,800		
G. Annual Report	82,500	19,875	62,625	
H. Transportation/Land Use Connection Prog	430,300	103,662	326,638	
I. DTP Management	482,800	116,309	366,491	
Subtotal	2,570,700	633,567	1,937,133	
<b>2. COORDINATION and PROGRAMS</b>				
A. Congestion Management Process (CMP)	211,000	50,831	160,169	
B. Management, Operations, & ITS Planning	400,500	96,483	304,017	
C. Emergency Preparedness Planning	77,600	18,694	58,906	
D. Transportation Safety Planning	128,800	31,029	97,771	
E. Bicycle and Pedestrian Planning	125,000	30,113	94,887	
F. Regional Bus Planning	210,000	50,590	159,410	
G. Human Service Transportation Coordination	141,200	34,016	107,184	
H. Freight Planning	194,500	46,856	147,644	
I. MATOC Program Planning Support	123,600	29,776	93,824	
Subtotal	1,612,200	388,388	1,223,812	
<b>3. FORECASTING APPLICATIONS</b>				
A. Air Quality Conformity	584,600	140,833	443,767	
B. Mobile Emissions Analysis	707,200	170,369	536,831	
C. Regional Studies	531,800	128,114	403,686	
D. Coord Coop Forecasting & Transp Planning	831,000	200,193	630,807	
Subtotal	2,654,600	639,508	2,015,092	
<b>4. DEVELOPMENT OF NETWORKS/MODELS</b>				
A. Network Development	792,800	190,990	601,810	
B. GIS Technical Support	565,300	136,184	429,116	
C. Models Development	1,153,400	277,861	875,539	
D. Software Support	184,300	44,399	139,901	
Subtotal	2,695,800	649,434	2,046,366	
<b>5. TRAVEL MONITORING</b>				
A. Cordon Counts	258,400	62,250	196,150	
B. Congestion Monitoring and Analysis	440,500	106,119	334,381	
C. Travel Surveys and Analysis				
Household Travel Survey	1,527,500	367,983	1,159,517	
D. Regional Trans Data Clearinghouse	327,400	78,873	248,527	
Subtotal	2,553,800	615,225	1,938,575	
<b>Core Program Total (1 to 5)</b>	<b>12,087,100</b>	<b>2,926,122</b>	<b>9,160,978</b>	
<b>6. TECHNICAL ASSISTANCE</b>				
A. District of Columbia	380,303	56,307	323,996	
B. Maryland	916,067	135,630	780,437	
C. Virginia	897,295	132,851	764,444	
D. WMATA	249,578	249,578		
Subtotal	2,443,243	574,366	1,868,877	
<b>Total, Basic Program</b>	<b>14,530,343</b>	<b>3,500,488</b>	<b>11,029,855</b>	
<b>7. CONTINUOUS AIRPORT SYSTEM PLANNING</b>				
A. Update Ground Access Forecasts - Ph 1	40,000			40,000
B. Ground Access Element Update - Ph 2	82,000			82,000
C. Process 2013 Air Passenger Survey - Ph 2	110,000			110,000
Subtotal	232,000			232,000
<b>GRAND TOTAL</b>	<b>14,762,343</b>	<b>3,500,488</b>	<b>11,029,855</b>	<b>232,000</b>

**TABLE 3**  
**TPB FY 2015 BUDGET AND WORK PROGRAM BY EXPENDITURE CATEGORY**

WORK ACTIVITY	DIRECT SALARIES DTP STAFF	DIRECT SALARIES OTHER COG STAFF	M & A 25%	LEAVE BENEFITS 19%	FRINGE BENEFITS 28%	INDIRECT COSTS 31%	DATA & PC COSTS	CONSULTANT	DIRECT COSTS	TOTAL
<b>1. PLANS SUPPORT</b>										
A. Unified Planning Work Program	29,067	0	7,267	6,903	12,106	17,156	100	0	200	72,800
B. Transportation Improvement Program	79,223	0	19,806	18,815	32,996	46,760	200	50,000	0	247,800
C. Constrained Long-Range Plan	267,110	15,000	70,527	67,001	117,499	166,513	1,250	25,000	6,200	736,100
D. Financial Plan	22,011	0	5,503	5,228	9,167	12,992	0	10,000	0	64,900
E. Public Participation	123,845	0	30,961	29,413	51,582	82,398	0	50,000	66,500	434,700
F. Private Enterprise Participation	7,337	0	1,834	1,743	3,056	4,331	0	0	500	18,800
G. Annual Report	18,222	0	4,555	4,328	7,589	12,305	0	12,000	23,500	82,500
H. Transportation/Landuse Connection Program	67,475	0	16,869	16,025	28,104	39,827	0	260,000	2,000	430,300
I. DTP Management	104,761	0	26,190	24,881	43,633	61,834	0	10,000	211,500	482,800
<b>Subtotal</b>	<b>719,051</b>	<b>15,000</b>	<b>183,513</b>	<b>174,337</b>	<b>305,732</b>	<b>444,116</b>	<b>1,550</b>	<b>417,000</b>	<b>310,400</b>	<b>2,570,699</b>
<b>2.COORDINATION and PROGRAMS</b>										
A. Congestion Management Process	83,392	0	20,848	19,806	34,733	49,221	0	0	3,000	211,000
B. Management, Operations, & ITS Planning	139,722	0	34,930	33,184	58,194	82,469	0	50,000	2,000	400,500
C. Emergency Preparedness Planning	6,899	4,517	2,854	2,711	4,755	18,363	0	0	37,500	77,600
D. Transportation Safety Planning	50,837	0	12,709	12,074	21,174	30,006	0	0	2,000	128,800
E. Bicycle and Pedestrian Planning	49,314	0	12,328	11,712	20,539	29,107	0	0	2,000	125,000
F. Regional Bus Planning	83,192	0	20,798	19,758	34,649	49,103	0	0	2,500	210,000
G. Human Service Transportation Coordination	55,809	0	13,952	13,255	23,244	32,940	0	0	2,000	141,200
H. Freight Planning	77,178	0	19,294	18,330	32,145	45,553	0	0	2,000	194,500
I. MATOC Program Planning & Support	49,153	0	12,288	11,674	20,472	29,012	0	0	1,000	123,600
<b>Subtotal</b>	<b>595,495</b>	<b>4,517</b>	<b>150,003</b>	<b>142,503</b>	<b>249,905</b>	<b>365,776</b>	<b>0</b>	<b>50,000</b>	<b>54,000</b>	<b>1,612,200</b>
<b>3. FORECASTING APPLICATIONS</b>										
A. Air Quality Conformity	211,753	19,620	57,843	54,951	96,367	136,566	0	0	7,500	584,600
B. Mobile Emissions Analysis	226,431	52,091	69,630	66,149	116,004	164,395	0	0	12,500	707,200
C. Regional Studies	136,334	51,900	47,058	44,706	78,399	111,103	0	60,000	2,300	531,800
D. Coordination Cooperative Forecasting and Transportation Planning	142,414	167,500	77,479	73,605	129,079	182,924	55,500	0	2,500	831,000
<b>Subtotal</b>	<b>716,931</b>	<b>291,111</b>	<b>252,011</b>	<b>239,410</b>	<b>419,850</b>	<b>594,987</b>	<b>55,500</b>	<b>60,000</b>	<b>24,800</b>	<b>2,654,600</b>
<b>4. DEVELOPMENT OF NETWORKS/MODELS</b>										
A. Network Development	306,426	0	76,607	72,776	127,626	180,865	0	25,000	3,500	792,800
B. GIS Technical Support	194,568	0	48,642	46,210	81,038	114,842	0	0	80,000	565,300
C. Models Development	356,301	0	89,075	84,621	148,399	210,303	0	250,000	14,700	1,153,400
D. Software Support	73,088	0	18,272	17,358	30,441	43,140	0	0	2,000	184,300
<b>Subtotal</b>	<b>930,384</b>	<b>0</b>	<b>232,596</b>	<b>220,966</b>	<b>387,505</b>	<b>549,150</b>	<b>0</b>	<b>275,000</b>	<b>100,200</b>	<b>2,695,800</b>
<b>5. TRAVEL MONITORING</b>										
A. Cordon Counts	65,792	0	16,448	15,626	27,402	38,833	0	0	94,300	258,400
B. Congestion Monitoring and Analysis	127,394	0	31,848	30,256	53,060	75,193	0	100,000	22,749	440,500
C. Travel Surveys and Analysis Household Travel Survey	119,235	0	29,809	28,318	49,661	70,377	16,500	1,200,000	13,600	1,527,500
D. Regional Transportation Data Clearinghouse	121,239	0	30,310	28,794	50,496	71,560	25,000	0	0	327,400
<b>Subtotal</b>	<b>433,660</b>	<b>0</b>	<b>108,415</b>	<b>102,994</b>	<b>180,619</b>	<b>255,963</b>	<b>41,500</b>	<b>1,300,000</b>	<b>130,649</b>	<b>2,553,800</b>
<b>Core Program Total (1 to 5)</b>	<b>3,395,521</b>	<b>310,628</b>	<b>926,537</b>	<b>880,210</b>	<b>1,543,611</b>	<b>2,209,991</b>	<b>98,550</b>	<b>2,102,000</b>	<b>620,049</b>	<b>12,087,099</b>
<b>6. TECHNICAL ASSISTANCE</b>										
A. District of Columbia	114,385	0	28,596	27,166	47,641	67,514	0	95,000	0	380,303
B. Maryland	281,275	0	70,319	66,803	117,151	166,020	0	190,000	24,500	916,067
C. Virginia	359,747	0	89,937	85,440	149,835	212,337	0	0	0	897,295
D. WMATA	63,979	0	15,995	15,195	26,647	37,763	0	90,000	0	249,578
<b>Subtotal</b>	<b>819,385</b>	<b>0</b>	<b>204,846</b>	<b>194,604</b>	<b>341,274</b>	<b>483,634</b>	<b>0</b>	<b>375,000</b>	<b>24,500</b>	<b>2,443,243</b>
<b>TOTAL BASIC PROGRAM</b>	<b>4,214,906</b>	<b>310,628</b>	<b>1,131,384</b>	<b>1,074,814</b>	<b>1,884,885</b>	<b>2,693,625</b>	<b>98,550</b>	<b>2,477,000</b>	<b>644,549</b>	<b>14,530,342</b>
<b>7. CONTINUOUS AIRPORT SYSTEM PLANNING CASP TOTAL</b>	<b>93,014</b>	<b>0</b>	<b>23,254</b>	<b>22,091</b>	<b>38,740</b>	<b>54,901</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>232,000</b>
<b>8. SERVICE/SPECIAL PROJECTS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>GRAND TOTAL</b>	<b>4,307,920</b>	<b>310,628</b>	<b>1,154,637</b>	<b>1,096,905</b>	<b>1,923,626</b>	<b>2,748,526</b>	<b>98,550</b>	<b>2,477,000</b>	<b>644,549</b>	<b>14,762,342</b>



Figure 7  
**TPB Committee Structure**





### **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. The Safe, Accountable, Flexible, and Efficient Transportation Equity Act - A Legacy for Users (SAFETEA-LU), which became law on August 11, 2005, reaffirmed the structure of the metropolitan planning process, and increased federal financial support for it. On February 14, 2007, FHWA and FTA issued the final regulations regarding metropolitan planning in response to SAFETEA-LU. The Moving Ahead for Progress in the 21<sup>st</sup> Century (MAP-21) Act, which became law on July 6, 2012, made some important modifications to the metropolitan planning process, primarily requiring metropolitan planning organizations (MPOs) to establish and use a performance-based approach to transportation decision making and development of transportation plans. This work program has been developed to comply with the new MAP-21 requirements regarding metropolitan planning. After the FHWA and FTA proposed regulations on MPO planning are issued, the proposed activities will be reviewed to identify revisions that may be necessary to comply with the final 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. In fall 2014, the TPB will be asked to approve the sixth 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 2015 UPWP defined by this document details the planning activities to be accomplished between July 2014 and June 2015 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 2015, 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 2015, staff will prepare the FY 2016 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 2015, 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 2015. 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:	\$72,800
Products:	UPWP for FY 2016, amendments to FY 2015 UPWP, monthly progress reports and state invoice information, federal grant materials
Schedule:	Draft: February 2015    Final: March 2015

#### 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 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 and Section 5310 Enhanced Mobility 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 2015-2020 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. A summary guide that highlights the funding and projects in the TIP will be prepared and will guide users to the online database.

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.

#### The TIP Schedule and Project Selection

The 2014 CLRP and the FY 2015-2020 TIP are scheduled to be approved on October 15, 2014. 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 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 2015-2020 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 October 2014, the TPB will issue a call for projects document requesting project submissions for the 2015 CLRP. Amendments to the FY 2015-2020 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 2015.

### Performance management and the TIP

MAP-21 calls for MPOs, states, and public transportation providers to establish and use a performance-based approach to transportation decision making to support seven national goals. The USDOT must establish performance measures related to nine areas by April 1, 2015. The states then have a year (April 1, 2016) to establish performance targets in support of those measures; and the MPO subsequently has 180 days (October 1, 2016) to establish performance targets coordinated with those of the states and public transportation providers. After these targets are set, the CLRP and TIP are required to include a description of the performance measures and targets used in assessing the performance of the transportation system. The CLRP will also have to include a system performance report evaluating the condition and performance of the transportation system with respect to the established targets. The TIP is also required to include a description of the anticipated effect of the TIP toward achieving the performance targets set in the CLRP.

Once the USDOT has established performance measures for the nine areas, TPB staff will coordinate with DDOT, MDOT and VDOT staff on their setting of the state performance targets in support of the measures. States may set different targets for urbanized and rural areas. TPB staff will coordinate with the DOT efforts to ensure consistent state measures that are relevant for the TPB planning area. TPB staff will also coordinate with the DOT staffs to develop the specific performance targets in relation to the applicable performance measures for the TPB planning area. Similarly, TPB staff will coordinate with WMATA and other public transportation providers on their setting of performance targets for USDOT established performance measures.

The 2015 CLRP and new TIP will include a description of the performance measures and targets under development or to be used in assessing the performance of the transportation system. Once the targets are developed in coordination with the State DOTs and public transportation providers, the CLRP will also include a system performance report evaluating the condition and performance of the transportation system with respect to the established targets. The TIP also will include a description of the anticipated effect of the TIP toward achieving the performance targets set in the CLRP.

### Annual Listing of TIP Projects that Have Federal Funding Obligated

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 2013.

Oversight:	Technical Committee
Cost Estimate:	\$247,800
Products:	FY 2015-2020 TIP Amendments and administrative modifications to the FY 2015-2020 TIP
Schedule:	October 2014 June 2015

### C. CONSTRAINED LONG-RANGE TRANSPORTATION PLAN (CLRP)

The financially Constrained Long-Range Plan (CLRP) includes all “regionally significant” highway, transit and High-Occupancy Vehicle (HOV), bicycle and pedestrian projects, and studies that the TPB realistically anticipates can be funded and implemented by 2040. Some of these projects are scheduled for completion in the next few years; others will be completed much later. Each year the plan is updated to include new projects and programs, and analyzed to ensure that it meets federal requirements relating to air quality and funding.

Under SAFETEA-LU, the last four-year update of the CLRP was approved by the TPB on November 17, 2010 and included an expanded financial analysis of transportation revenues expected to be available through 2040. As required by MAP-21, the next four year update of the CLRP will be in 2014. The 2014 CLRP will address the new MAP-21 long-range transportation plan requirement to incorporate a performance-based approach to transportation decision-making to support seven national goals. 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.

#### New Performance-Based Approach

MAP-21 calls for MPOs and state DOTs to establish and use a performance-based approach to transportation decision making to support seven national goals. The USDOT must establish performance measures related to seven areas by April 1, 2014. The states then have a year (April 1, 2015) to establish performance targets in support of those measures; and the MPO subsequently has 180 days (October 1, 2015) to establish performance targets coordinated with those of the states and public transportation providers. After these targets are set, the CLRP and TIP are required to include a description of the performance measures and targets used in assessing the performance report evaluating the condition and performance of the transportation system with respect to the established targets. The TIP is also required to include a description of the anticipated effect of the TIP toward achieving the performance targets set in the CLRP.

Once the USDOT has established performance measures for the seven areas, TPB staff will coordinate with DDOT, MDOT and VDOT staff on their setting of the state performance targets in support of the measures. States may set different targets for urbanized and rural areas. TPB staff will coordinate with the DOT efforts to ensure

consistent state measures that are relevant for the TPB planning area. TPB staff will also coordinate with the DOT staffs to develop the specific performance targets in relation to the applicable performance measures for the TPB planning area. Similarly, TPB staff will coordinate with WMATA and other public transportation providers on their setting of performance targets for USDOT established performance measures.

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, decision-making and implementation in the region. It addresses the planning factors in MAP-21. The Vision is the TPB Policy Element of the CLRP. The CLRP website ([www.mwcog.org/clrp](http://www.mwcog.org/clrp)) describes how the plan performs related to MAP-21 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 TPB's Regional Transportation Priorities Plan (RTPP), adopted by the TPB in January 2014, identifies near-term, on-going and long term strategies that address the most pressing challenges that the region faces in meeting the TPB's regional Vision goals. The challenges and high-pay off strategies with wide regional support identified in RTPP can inform the identification of new projects and programs for inclusion in future updates to the CLRP.

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 2014 CLRP

In November 2013, the TPB issued a "Call for Projects" document requesting projects, programs or strategies for inclusion in the 2014 CLRP. Project updates were due in December 2013. Materials describing the draft 2014 CLRP were developed in the spring of 2014, including major project descriptions and maps.

In September 2014, the 2014 CLRP will be released for a final public comment period along with the accompanying air quality conformity analysis. The TPB is scheduled to adopt the 2014 CLRP in October 2014.

Subsequent documentation of the CLRP 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 MAP-21 planning factors and will also examine connectivity between the Regional Activity Centers. There will be two opportunities for public comment during the development of the 2014 CLRP.

### The 2015 CLRP

In October 2014, the TPB will issue its “Call for Projects” document for the 2015 CLRP. The “Call for Projects” document will request new projects programs and strategies, and updated information to be included in the 2015 CLRP. Materials describing the draft 2015 CLRP will be developed in the spring of 2015, including maps, major project descriptions, and analysis from the previous year’s CLRP. The development of the 2015 CLRP will include two opportunities for the public to comment on the Plan. The 2015 CLRP will be prepared and reviewed between January and June 2015 with approval scheduled for July 2015.

A description of the performance measures and targets under development or to be used in assessing the performance of the transportation system will be drafted. Once the targets are developed in coordination with the State DOT’s, the CLRP will include a system performance report evaluating the condition and performance of the transportation system with respect to the established targets. The TIP also will include a description of the anticipated effect of the TIP toward achieving the performance targets set in the CLRP. After the TPB approves the 2014 CLRP, anticipated for October 2014, a performance analysis of the CLRP to 2040 will be conducted utilizing the established performance measures. The 2014 CLRP will be also be evaluated for disproportionately high and adverse effects on low-income and minority population groups.

### Environmental Consultation

During the development of the CLRP the TPB will continue to consult with the federal, state and local agencies responsible for natural resources, wildlife, land management environmental protection, conservation and historic preservation as necessary in the District of Columbia, Maryland and Virginia on potential environmental mitigation activities. To aid in the integration of projects for the CLRP with natural and historic resources, maps of transportation and historic resources will be updated with the latest available GIS data from District of Columbia and the States and forwarded to federal, state and local agencies for comments.

### Climate Change Adaption

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.

Oversight:	Technical Committee
Cost Estimate:	\$636,100 \$100,000 carryover from FY 2014 \$736,100 total

Products: Documentation of the 2014 CLRP,  
Call for Projects for the 2015 CLRP,  
draft 2015 CLRP and documentation

Schedule: July 2015

#### D. FINANCIAL PLAN

##### The Financially Constrained Long-Range Transportation Plan (CLRP)

The CLRP must be updated every four years as required by MAP-21. 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 2014 CLRP will be the four-year update of the plan.

As required under MAP-21 and 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. The financial analysis for the 2014 CLRP includes federal and state revenue projections, cost estimates for new system expansion projects, and cost estimates for system maintenance and rehabilitation. All revenue and cost estimates are in year of expenditure from 2015 through 2040.

In early 2014, in consultation with state and local DOTs and public transportation operators, an initial financial analysis was conducted to determine estimated revenues reasonably expected to be available for projected expenditures for use in preparing project submissions for the draft 2014 CLRP. By mid- 2014, the financial analysis for the 2014 CLRP which covers 2015 to 2040 will be finalized in consultation with the state and local DOTs and public transportation operators. In spring 2015, the financial analysis for the 2014 CLRP will be reviewed and updated for use in preparing submissions for the 2015 CLRP.

##### The Transportation Improvement Program

A financial plan for the FY 2015-2020 TIP as amended 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:	\$64,900
Products:	Update of the financial analysis for 2015 CLRP and FY 2015-2020 TIP
Schedule:	June 2015

#### E. PUBLIC PARTICIPATION

The Participation Plan which was updated in the spring of 2014 will guide all public involvement activities to support the development of the TIP, the CLRP, the Regional Transportation Priorities Plan, and all other TPB planning activities.

Work activities include:

- Support implementation of the TPB Participation Plan.
- Provide public outreach support for the 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.
- Develop and conduct workshops or events, as needed, 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 written materials, tools and visualization techniques to better explain to the public how the planning process works at the local, regional and state levels.
- 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.

- Effectively use technology, including social media and other web-based tools, to spread information about regional transportation planning and engage the public in planning discussions and activities.
- Provide staff support for the TPB Citizens Advisory Committee (CAC), including organizing monthly meetings and outreach sessions, and drafting written materials for the committee.
- 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.
- Conduct regular 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.

Oversight:	Transportation Planning Board
Cost Estimate:	\$434,700
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:	\$18,800
Product:	Documentation on Private Provider Involvement
Schedule:	Annual Transit Forum - May 2015 Draft in TIP – June 2015

#### 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 2014.
- Produce the monthly newsletter *TPB News*.
- Write and distribute the *TPB Weekly Report*,

Oversight: Transportation Planning Board

Cost Estimate: \$82,500

Products: *Region* magazine, *TPB News* and *TPB Weekly Report*

Schedule: June 2015

#### 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 FY2013, 62 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 2015:

- Fund at least six technical assistance planning projects at a level between \$20,000 and \$60,000 each. Fund at least one project for between \$80,000 and \$100,000 to perform project design to achieve 30% completion.
- Fund at least one 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.

- Conduct the selection process for small capital improvement projects using funding suballocated to the Washington metropolitan region through the state DOTs from the new MAP-21 Transportation Alternatives Program (TAP). Coordinate program implementation with the state DOTs.
- Maintain and update the TLC Regional Clearinghouse and website
- 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: \$430,300

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

Schedule: Technical assistance: September 2014-June 2015

### 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:	\$482,800
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 federal MAP-21 legislation continues the requirement for a CMP, with emphasis on congestion data as part of a performance measurement- based metropolitan planning process.

- 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.I), the Air Quality Conformity program (see also Task 3.A.), and the regional Commuter Connections Program (see [www.commuterconnections.org](http://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, and the FHWA's National Performance Management Research Data Set (NPMRDS), as compiled in the Congestion Monitoring and Analysis Task (see also Task 5.B.).
- Address MAP-21 requirements related to the CMP, including:
  - Analyze data from the above sources to support the “congestion reduction”, “System Reliability” and other relevant National Goals for Performance Management.
  - Report regional congestion performance measures based on the available data, especially for congestion reduction and system reliability.
  - Coordinate with member states on congestion reduction and system reliability targets.
- 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

- A CMP Technical Report, published on an as-needed basis, compiling and summarizing the results of monitoring and technical analysis undertaken in support of the regional CMP. Technical analysis will prepare for the next major update of the CMP Technical Report to be produced in FY2016 (last published in 2014).
- 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: \$211,000

Products: Updated CMP portions of the CLRP; CMP Documentation Form; National Capital Region Congestion Report; Technical analysis for the future FY2016 CMP Technical Report; documentation as necessary supporting MAP-21 requirements of the CMP; summaries, outreach materials, and white paper(s) on technical issues as needed

Schedule: Monthly

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

Regional transportation systems management and operations are vital considerations for metropolitan transportation planning, and have been emphasized in MAP-21. Under this work task, TPB will address these as well as coordination and collaborative enhancement of transportation technology and operations in the region, with a key focus on non-recurring congestion due to incidents or other day-to-day factors. The MOITS program includes planning activities to support the following major topics:

- MAP-21: Address MAP-21 requirements related to MOITS, including:
- Compile and analyze data to support the "system reliability" National Goal for Performance Management
- Coordinate with member states on system reliability targets

- 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.); support the MOITS Technical Subcommittee in its long-range planning advisory role for the MATOC Program
- 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, including addressing federal Section 1201 requirements on making real-time incident data available
- 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, in conjunction with MATOC's regional construction coordination system
- Intelligent Transportation Systems (ITS) Architecture: Update the regional ITS architecture in accordance with federal law and regulations
- Traffic Signals: Assist member agencies in the exchange and coordination of interjurisdictional traffic signal operations information and activities; examine traffic signal systems and operations from the regional perspective, including in conjunction with emergency planning needs
- Climate Change Adaptation: Monitor local and national practices regarding transportation operational procedures to adapt to climate change effects. Coordinate with COG Regional Climate Adaption Plan activities 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:	\$350,500 \$50,000 carryover from FY 2014 \$400,500 total
Products:	Agendas, minutes, summaries, outreach materials as needed; white paper(s) on technical issues as needed; updated regional ITS architecture; MOITS input to the CLRP as necessary; review and advice to MOITS planning activities around the region; documentation as necessary supporting MAP-21 requirements of MOITS planning
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.

MAP-21 requires the metropolitan planning to address the security of the transportation system for motorized and nonmotorized users.

Major topics to be addressed under this task 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: \$77,600

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; documentation as necessary supporting MAP-21 requirements of transportation emergency preparedness planning

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. MAP-21 requires metropolitan planning to increase the safety of the transportation system for motorized and non-motorized users. 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
- Address MAP-21 requirements related to the CMP, including:
  - Compile fatality and injury data to support the “safety” National Goal for Performance Management.
  - Provide information on performance measures for safety.
  - Coordinate with member states on addressing safety targets.
- 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: \$128,800

Products: Safety element of the CLRP; summaries, outreach materials, and white paper(s) on technical issues as needed; documentation as necessary supporting MAP-21 requirements of transportation safety planning

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 FY2014, 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.
- Monitor regional Complete Streets and Green Streets activities.

- 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:	\$125,000
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 2015 include the following:

- Evaluate federal rulemaking for the performance provisions of MAP-21, specifically transit safety and transit state of good repair, including changes in the metropolitan planning process in regard to performance-based project programming and planning.
- Provide a forum for discussion of the development of the performance measures and selection of performance targets required under MAP-21, in order to coordinate with relevant providers of public transportation to ensure consistency to the maximum extent practicable.
- Development and publication of useful operations, customer, and financial data on regional bus services for TPB and public utilization, including a priority list of regional projects to improve bus transit services.
- Coordination and evaluation of CLRP and TIP proposals and amendments with regard to bus transit service plan implementation and capital projects for bus facilities and runningway improvements.
- 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, 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 MATOC Transit Task Force.
- 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:	\$160,000 \$50,000 carryover from FY 2014 \$210,000 total
Products:	Data compilation, reports on technical issues, and outreach materials
Schedule:	Monthly



## G. HUMAN SERVICE TRANSPORTATION COORDINATION

Under the final USDOT planning requirements for SAFETEA-LU, a Coordinated Plan was required to guide funding decisions for 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). In 2009, the TPB adopted an Update to the Coordinated Human Service Transportation Plan for the National Capital Region ("Coordinated Plan"). The TPB became the designated recipient of the SAFETEA-LU's JARC and New Freedom programs in 2006 for the Washington DC-VA-MD Urbanized Area.

MAP-21 eliminated the JARC program and consolidated the New Freedom and the Section 5310 Elderly and Individuals with Disabilities Program into a new program "Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities". A Joint Designated Recipient arrangement between the TPB, the D.C. Department of Transportation (DDOT), the Maryland Transit Administration (MTA), and the Virginia Department of Rail and Public Transportation (DRPT) was finalized in FY2013. Under the Joint Designated Recipient arrangement, the TPB is responsible for the federally required Coordinated Plan, project solicitation and selection. DDOT, DRPT and MTA receive the funds directly from the FTA and administer the projects in their jurisdiction.

The TPB established the Human Service Transportation Coordination Task Force ("Task Force") to develop and help implement the Coordinated Plan which guided project selection for JARC and New Freedom, and under MAP-21, and will guide project selection for the new Section 5310 Enhanced Mobility program. The Task Force is comprised of human service and transportation agency representatives from each TPB jurisdiction as well as consumers and private providers. 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 update the Coordinated Plan as needed based on FTA guidance on MAP-21 for human service transportation coordination and the new Section 5310 Enhanced Mobility Program;
- The TPB will carry out the following activities as defined under the joint designated recipient arrangement between the TPB, DDOT, DRPT and MTA:
  - Develop priority projects in preparation for the solicitation for the Enhanced Mobility Program in the Washington DC-VA-MD Urbanized Area;

- Conduct a project solicitation for the Enhanced Mobility Program; and
- Convene a selection committee that will make grant funding recommendations for the Enhanced Mobility funding to the TPB in coordination with DDOT, DRTP and MTA.
- 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: \$141,200

Products: Updated Coordinated Plan, Project Priorities for 2014 Solicitation, and Project Recommendations for Enhanced Mobility Funding

Schedule: June 2015

#### 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.
- Complete a new Regional Freight Plan.
- 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.
- Address MAP-21 requirements related to freight planning, including:
  - Analyze available freight movement data for the region including FHWA Freight Analysis Framework total tonnage and total value data for truck, rail, air cargo,

and maritime movements in our region; this data may inform freight performance measures.

- Monitor federal rulemaking on freight performance measures.
- Coordinate with member states on the establishment of freight targets.
- Complete a set of "Freight Around the Region" outreach materials focusing on individual jurisdictions' freight activities and their links to regional activities.
- 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.

Oversight:	TPB Freight Subcommittee
Cost Estimate:	\$154,500 \$40,000 carryover from FY 2014 \$194,500 total
Products:	New Regional Freight Plan; data compilation and outreach materials as needed; white paper(s) on technical issues as needed; structured interviews and summarized results; documentation as necessary supporting MAP-21 requirements of freight planning
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
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Cost Estimate:	\$123,600
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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 2014 Constrained Long Range Plan (CLRP) and FY2015-20 Transportation Improvement Program (TIP) will address ozone, wintertime carbon monoxide, and fine particles (particulate matter, PM<sub>2.5</sub>) 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 FY2014. As the Public Comment Period extends beyond the end of FY2014 and into the start of FY2015, 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 September 2014. Upon adoption of the 2014 CLRP, a new Air Quality Conformity cycle will begin for the 2015 CLRP and FY2015-20 TIP, which will run throughout FY2015.

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 FY2015 work program will include the following tasks:

- Completion of conformity analysis of the 2014 CLRP by preparing the final report, which documents procedures, results, and comments and testimony received; in addition, all data files for use in subsequent regional and corridor/subarea planning studies are organized and documented.
- Preparation and execution of a work program for analysis of the 2015 CLRP & FY2015-20 TIP using the most up-to-date project inputs, planning assumptions, travel demand model, software and emissions factor model (MOVES); preparation of a draft report on the conformity assessment.
- TPB interagency and public consultation procedures; this includes funding for review and coordination work on the part of COG/DEP staff to reflect

involvement by the Metropolitan Washington Air Quality Committee (MWAQC) in the public and interagency consultation process.

- Coordination of project solicitation, documentation, and emissions reduction analysis associated with CMAQ projects. Perform 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 air quality conformity regulations and as guidance is issued; revision of work program elements as necessary.

Oversight:	Technical Committee in consultation with MWAQC committee
Cost Estimate:	\$584,600
Products:	Final report on 2014 CLRP & FY2015-20 TIP Air Quality Conformity Assessment; Work Program for 2015 CLRP & FY2015-20 TIP Conformity Assessment
Schedule:	June 2015

## 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 FY2015 work program will include the following tasks:

- Development of input data for MOVES model runs for the 2015 CLRP & FY2015-20 TIP Air Quality Conformity Assessment, review and evaluation of MODEL outputs. Mobile emissions may also be developed for GHG pollutants using the MOVES model (as deemed necessary) in support of strategic planning scenarios as part of the TPB's Scenario Task Force activities and the COG Board's Climate, Energy, and Environment Policy Committee (CEEPC).
- Execution of sensitivity tests (as necessary) assessing the likely impacts of input data changes in MOVES model runs
- Measurement of the on road mobile emissions reductions attributable to current and future Transportation Emissions Reductions Measures (TERMs)

- Technical support to the Commuter Connections Program in support of developing implementation plans and evaluating current and future TERMS
- Funding for the COG Department of Environmental Programs (DEP) in support of its contributions towards provision of data from the state air agencies, and updates on federally-mandated issues related to mobile emissions as part of the annual air quality conformity determinations
- Response to requests for technical assistance by governmental entities and/or their consultants working on technical analyses or municipal transportation planning.
- Development of presentation material, rendering technical support and attendance of MWAQC and CEEPC meetings, policy discussions and public hearings.
- Monitoring of performance measures development associated with Air Quality as mandated by MAP-21
- Monitoring of the development of the newest version of MOVES (MOVES2914) by keeping up-to-date on technical issues, release date, grace period, and technical support activities provided by EPA; staff training on MOVES2 2014 may also be necessary

Oversight:	Technical Committee and Travel Management Subcommittee, in consultation with MWAQC committees
Cost Estimate:	\$707,200
Products:	Reports on TERM evaluation and on greenhouse gas emissions reduction strategies; Updated mobile source emissions inventories / reports as required addressing ozone and PM <sub>2.5</sub> standards and climate change requirements
Schedule:	June 2015



## C. REGIONAL STUDIES

### Regional Transportation Priorities Plan

Development of the Regional Transportation Priorities Plan (RTPP) began in July 2011. In January 2014, the TPB approved the RTPP.

In FY 2015, TPB staff will conduct outreach and analysis activities related to the RTPP. Tasks will include:

- *RTPP/CLRP Comparative Assessment* – COG/TPB staff will conduct a qualitative assessment of how well the three overarching priorities identified in the RTPP are being met by the transportation system laid out in the 2014 CLRP. This analysis will begin in the spring and end in the fall of 2014.
- *Outreach on the RTPP* – COG/TPB staff will engage policy officials and staff of the TPB's member jurisdictions to promote dialogue on the RTPP and to further the realization of its objectives. Outreach activities will promote discussion that connects the regional policy framework provided by the RTPP with the planning and decision-making activities conducted by the TPB's members. Staff will also conduct outreach with members of the general public that will seek input from a variety of constituencies, including representative citizens, historically disadvantaged communities, opinion leaders and community activists, as well as stakeholders who are already involved in the TPB process.
- *Enhanced Linkages to COG's Place + Opportunity Plan* – Many of the strategies and priorities laid out in the RTPP are closely connected to COG's Place + Opportunity Plan, which focuses on enhancing the region's 141 Activity Centers. In FY2015, COG/TPB staff will identify ways to further promote those linkages through analysis and outreach.
- *Conduct Other Planning Activities and Analysis Related to the RTPP* – In addition to the work identified above, staff will identify and conduct other analysis and planning activities related to key issues and themes identified in the RTPP. Activities may include developing new/revised transportation and land-use scenarios, conducting analysis of those scenarios, and other research and analysis efforts, such as benefit-cost analysis.

### Support for COG's Region Forward

Since FY 2011, TPB staff has provided support for the Metropolitan Washington Council of Government's (COG) Region Forward regional planning efforts involving transportation. 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 2015, TPB staff will continue to provide support for these regional planning efforts involving transportation. As noted above, staff will particularly seek to promote linkages with the Place and Opportunity Plan, approved by the COG board in January 2014.

#### Prepare Grant Applications for US DOT Grant Funding Programs

In February 2010, the TPB was awarded \$58.8 million for a regional priority bus network under the TIGER I grant program. In September 2012, the TPB was awarded a \$200,000 Transportation, Community, and System Preservation (TCSP) Grant to identify strategic bicycle and pedestrian access improvements for rail station areas in the region. In FY2015, 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:	\$531,800
Products:	RTPP/ 2014 CLRP Baseline Comparison - November  Project grant applications for USDOT grant funding programs as approved by TPB
Schedule:	On-going throughout the year

#### 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 2015:

- Support the Planning Directors Technical Advisory Committee (PDTAC) in the coordination of local, state and federal planning activities and the integration of land use and transportation planning in the region.
- 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 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 (NCPC) 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 refine the national and regional economic growth assumptions by major industry groups that are inputs into the top-down Cooperative Forecasting regional econometric model. Obtain consensus on regional econometric benchmark projections for Round 8.4 and Round 9.0 Cooperative Forecasts.
- 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 8.3 Cooperative Forecasts by jurisdiction and reconcile these updated local jurisdiction forecasts with new regional econometric benchmark projections.
- Update the technical documentation of regional econometric benchmark projections and methodologies employed by local jurisdictions in preparing their jurisdictional and TAZ-level Cooperative Forecasts.
- Work with the Cooperative Forecasting Subcommittee and the region's Planning Directors to develop updated Round 8.4 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 8.4 TAZ-level population, household, and employment forecasts for both COG member and non-member jurisdictions in the TPB Modeled Area.
- Analyze and map Round 8.4 growth forecasts for identified COG Activity Centers.
- 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 8.4 forecasts and the Cooperative Forecasting process.
- Develop and publish useful economic, demographic and housing-related information products including the Regional Economic Monitoring Reports (REMS) reports, the annual "Commercial Development Indicators" and economic and demographic data tables to be included in the Region Forward work program.

Oversight: Technical Committee

Estimated Cost: \$831,000

Products: Coordination of Land Use and Transportation Planning in the Region, Review and Update of Regional Econometric Model, Update of Regional Planning Databases, Mapping of Updated Regional Activity Centers, Development and Distribution of technical reports and information products.

Schedule: June 2015

## 4. DEVELOPMENT OF NETWORKS AND MODELS

### A. NETWORK DEVELOPMENT

This activity will involve the development of transportation network files which are primary inputs to the regional travel demand model and are used to reflect system improvements as specified in the evolving TIP and CLRP. During FY 2015, TPB staff will continue to develop network files that are compliant with the adopted Version 2.3.52 travel demand model (or its successor) to support regional and project planning needs. Staff will continue to serve network-related needs associated with project planning and long-term models development activities.

The following work activities are proposed:

- Update the TPB's base-year (2014) transit network to reflect the most current operations of the local transit providers in the Metropolitan Washington Region. Staff will utilize digital (GTFS) data that is available on the web and published schedules for services that are not included in the digital files.
- Prepare base- and forecast-year highway and transit networks in accordance with the 2014 CLRP and FY2015-2020 TIP elements that are received from state and local agencies. The networks will be prepared in compliance with the Version 2.3.52 travel demand model requirements. Provide guidance in the development of network inputs to other technical staff members in the department.
- Support the development of networks for special regional planning studies and for developmental work in the Models Development program.
- Continue to support technical refinements in the models development, including a multi-year migration in the transit network building software, from TRNBUILD to Public Transport (PT).
- Support the ongoing analysis of newly collected INRIX speed data and traffic ground count data for the evaluation of the regional travel model performance.
- Respond to technical data requests associated with network-related information, including transit line files, station files, and shape files associated with features of the regional highway or transit network.
- Further refine or upgrade the TPB's existing ArcGIS-based system which is used to facilitate network coding and network file management.

Oversight: Travel Forecasting Subcommittee

Cost Estimate: \$792,800

Products: A series of highway and transit networks reflecting the latest TIP and Plan, and compliant with the Version 2.3 travel model. Technical documentation will be furnished.

Schedule: June 2015

## 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 2015:

- 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 GIS-based transportation network management and editing tools.
- 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:	\$565,300
Products:	Updated GIS software, Databases, User Documentation and Training materials; Support of GIS transportation network management.
Schedule:	June 2015

### C. MODELS DEVELOPMENT

The Models Development activity functions to maintain and advance the TPB's travel forecasting methods and practices, which are critical to ongoing transportation planning work. Models development activities are formulated around the areas of data collection, short- and long-term models development, research, and maintenance. During FY 2015, staff will continue to support the application and refinement of the currently adopted Version 2.3.52 travel model to serve regional and project planning needs. Staff will also maintain a consultant-assisted effort to evaluate existing forecasting practices and to provide advice on longer-term improvements. All staff-proposed improvements to the regional travel model will be implemented in consultation with the TPB Travel Forecasting Subcommittee (TFS).

The following work activities are proposed:

- Support the application of the Version 2.3.52 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 (external trips and other exogenous trip tables), investigating technical problems that might arise during the course of application, and documenting refinements to the model. Staff will also provide support for local project planning work on an "as needed" basis. Some of this support will be administered through the TPB's technical service accounts.
- Continue the consultant-assisted effort to improve the TPB travel model and to conduct focused research on selected technical aspects of travel modeling in order to keep abreast of best practices.
- Staff will work with local transportation agencies in formulating ways in which the regional travel model might be used to provide performance-based measures as per the new surface transportation authorization legislation (MAP-21).
- Continue the investigation of refinements to the Version 2.3.52 model, drawing from recommendations compiled from past consultant-generated reviews of the regional travel model. These refinements will focus most immediately on activities that were initiated during FY 2014, including an enhanced traffic assignment process, an improved mode choice model application program, and the use of the Public Transport (PT) transit network program. Staff will also continue to leverage available technology to minimize model computation times as much as possible.

- Continue with sensitivity testing with the Version 2.3.52 travel model, in consultation with the TFS. The testing may point to a need to modify the adopted travel model.
- Continue the analysis of geographically focused household travel survey data that TPB staff has collected during FY 2012, FY 2013 and FY 2014. This will include a comparison of surveyed data against modeled data as a way of assessing model performance and reasonability.
- 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). TPB staff will also continue involvement with the Transportation Research Board (TRB), the Travel Modeling Improvement Program (TMIP) and Institute of Transportation Engineers (ITE).
- 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.
- Provide staff support for the TPB Travel Forecasting Subcommittee which is the forum charged with overseeing technical practices and improvements to the TPB travel forecasting process. This will include organizing meetings, preparing regular presentations, and coordinating with internal and external meeting participants on presentation items.
- Respond to model-related data requests from local partner agencies and their consultants.

Oversight:	Travel Forecasting Subcommittee
Cost Estimate:	\$1,103,400 \$50,000 carryover from FY 2014 \$1,153,400 total
Products:	Updated travel models; documentation of models development activities; and recommendations for continued updating of the travel demand modeling process, where applicable.
Schedule:	June 2015



#### 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 FY2015 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, MOVES2014 and post-model applications such as integration with TRANSIM (as deemed necessary).
- 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: \$184,300

Products: Operational travel demand forecasting process plus operational MOVES2010 Models; File transfer, storage and retrieval processes; DTP staff training in CUBE/ TP+, CUBE / Voyager, and MOVES2010 systems; and Microcomputer hardware to support CUBE/ TP+, CUBE / Voyager, MOVES2010, and other operations.

Schedule: June 2015

## 5. TRAVEL MONITORING

### A. CORDON COUNTS

Volume, occupancy, and travel time monitoring of the regional HOV system is performed on a 3 to 4-year cycle. In FY 2015 staff will conduct the second phase of data collection on the regional HOV system during the fall and then process, tabulate and analyze the volume, occupancy, and travel time data and prepare a technical report summarizing the key findings and changes from previous HOV monitoring. Staff will also prepare a technical report appendix containing the detailed data for each regional HOV monitoring location.

Oversight: Travel Forecasting Subcommittee

Estimated Cost: \$258,400

Products: 2014 Regional HOV Monitoring Report and appendices

Schedule: June 2015

### B. CONGESTION MONITORING AND ANALYSIS

Congestion Monitoring supplies data for the Congestion Management Process (CMP - Item 2.A.) and Models Development (Item 4.C.). 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. Activities will include:

- Complete data collection, analyze and publish the results of the triennial aerial survey of congestion on the region's freeway system, coordinate this information with other congestion data sources.
- Compile, review, and format transportation systems condition information from sources including:
  - The speed data archive from the I-95 Corridor Coalition/INRIX, Inc. Vehicle Probe Project (VPP) and associated VPP Suite developed by the University of Maryland Center for Advanced Transportation Technology;
  - The Regional Integrated Transportation Information System (RITIS) of the Metropolitan Area Transportation Operations Coordination (MATOC) Program;
  - The FHWA's National Performance Management Research Data Set (NPMRDS)
  - Private sector sources as available.

- Examine potential new sources of archived operations data.
- Provide data to the products of the Congestion Management Process (see also Task 2.A.)

Oversight:	MOITS Technical Subcommittee
Estimated Cost:	\$360,500 \$80,000 carryover from FY 2014 \$440,500 total
Product:	Final report of the 2014 aerial survey of congestion on the region's freeways; transportation systems monitoring data sets and analysis reports from archives, provided for the products of the Congestion Management Process (2.A.) and other regional transportation planning activities; documentation as necessary supporting MAP-21 requirements of congestion monitoring and analysis
Schedule:	June 2015

### C. TRAVEL SURVEYS AND ANALYSIS

In FY 2012-2014, the 2007/2008 Regional Household Travel Survey data was supplemented with collection of household travel survey data 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 2015, staff will continue to support users of TPB household travel survey data, update user documentation, provide technical assistance to the users of these survey data and begin planning for the next region-wide household travel survey.

The following work activities are proposed for FY 2015:

- Provide data, documentation, and technical support to users of 2007/2008 Regional Household Travel Survey and 2011-2014 Geographically-Focused Household Travel Surveys. Update user documentation as required.
- 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 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 (6) 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.

- 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 2014 include: (1) St Elizabeth’s/Anacostia (2) Fort Totten (3) Greenbelt (4) Kentlands (5) Tysons (6) Leesburg. The proposed geographic subareas will be reviewed and subject to refinement by the TPB Technical Committee and local jurisdiction planning staff.
- Complete the processing and analysis of data collected in the 2014 Geographically-Focused Household Travel Surveys to support analysis of regional growth and transportation issues of topical interest to the members of the TPB. Prepare information reports on various aspects of daily household and vehicle travel in the region.
- Update vehicle flows and commuter rail ridership across the external cordon for the TPB modeled area with data from third party vehicle trip data providers and commuter rail operators.
- Begin planning and seek funding for a large sample methodologically enhanced activity-based region-wide household travel survey to begin in FY 2016-FY2017. The pre-test and data collection for the methodologically enhanced activity-based region-wide household survey will not begin until funding for the full survey can be identified. It is currently estimated that between \$2.1 and \$2.6 million in funding will be needed to collect survey data from approximately 10,000 households in the TPB modeled area.

Oversight:	Travel Forecasting Subcommittee
Estimated Cost:	\$727,500 \$800,000 carryover from FY 2014 \$1,527,500 total
Product:	Household Travel Survey Data Collection and Processing, Household Travel Survey Analyses, Information Reports and Technical Memorandum, Maintenance of Travel Survey Data and Documentation, Planning for Region-Wide Household Survey
Schedule:	June 2015

#### 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 2015:

- Update Clearinghouse data files with FY13-14 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.
- Distribute Regional Transportation Clearinghouse Data to TPB participating agencies via a web-based ArcGIS application.

Oversight:	Technical Committee
Estimated Cost:	\$327,400
Product:	Updated Clearinghouse Database and Documentation; Web Interface to Access Clearinghouse Data
Schedule:	June 2015



## 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 2015 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 2015 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 accounts for staff time spent in developing scopes of work for requested projects and in administering the work program throughout the year. Work activities involve meeting with DDOT staff to discuss proposed projects, drafting and finalizing work statements and tasks, creating project accounts when authorized, and progress reporting throughout the projects.

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

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 2015

### 3. Bicycle Counts

This task includes collection of bicycle counts at locations specified by DDOT staff.

Cost Estimate: TBD  
Product: Bicycle count files  
Schedule: June 2015

### 4. Other Tasks To Be Defined

Cost Estimate: \$115,470  
\$19,833 carryover from FY 2014  
\$135,303 total

**TOTAL DISTRICT OF COLUMBIA COST ESTIMATE: \$360,470**  
**\$19,833 carryover from FY2014**  
**\$380,303**

## 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: \$15,000  
\$10,000 carryover from FY 2014  
\$25,000 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, interagency coordination, and technical analyses associated with travel demand modeling, evaluation of alternatives and coordination with other governmental entities and consultants. It is anticipated that technical work will continue on the MD 586 and MD 97 BRT transit corridors and potentially start work on the I-495 multimodal corridor. This work element also anticipates technical work on new planning studies administered by MDOT, MD SHA and other agencies.

Cost Estimate:       \$100,000  
                              \$80,000 carryover from FY 2014  
                              \$180,000 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:       \$200,000

Schedule:            On-going activity

## 4. Transportation Performance Measures

This work task will provide funding to support technical support on assessing the performance of the transportation network by assessing the congestion levels of freeway and arterial segments in accordance with MAP-21 mandates. In addition, accessibility and connectivity issues at a subarea level of analysis may be assessed as well as network bottlenecks. Finally, operational assessments of the area network may be conducted in support of planning studies.

Cost Estimate:       \$100,000  
                              \$50,000 carryover from FY 2014  
                              \$150,000 total

Schedule:            On-going activity

## 5. Miscellaneous Technical Support:

This work task will support technical work associated with several pursuits of MDOT and MD SHA that cannot fit into the previous work tasks. It is envisioned that Transit Oriented Development (TOD) studies, statewide model support, GIS Applications, scenario studies, SHRP2 Capacity and Reliability Product Implementation assessments, and possibly freight/special generator studies may be conducted as part of this work task.

Cost Estimate:       \$65,000  
                              \$80,000 carryover from FY 2014  
                              \$145,000 total

Schedule:            On-going activity

#### 6. 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.

Cost Estimate:       \$160,000

Product:             Grant awards, technical reports from contractors

Schedule:            June 2015

#### 7. Human Services Transportation Study Follow-on and Support

In FY2013 a human service transportation coordination study identified alternate service delivery models and funding mechanisms for the regional MetroAccess paratransit service, with a focus on Suburban Maryland. The study identified potential human service transportation coordination models and recommended an action plan for a pilot project with non-profit agencies serving people with developmental disabilities in Suburban Maryland. The study was jointly funded under the FY2013 UPWP Maryland and WMATA Technical Assistance work elements and was facilitated by the TPB staff. In FY2014, TPB staff will provide follow-up to the study, including additional work with MDOT, MTA, non-profit agencies, and private transportation providers to assist with implementation of the action plan. Additional work could include research, data collection, and stakeholder meetings to advance the action plan, and assessing existing MetroAccess alternatives in Suburban Maryland to support high quality and cost efficient transportation for people with disabilities.

Cost Estimate:       \$40,000 carryover from FY 2014

Schedule:            June 2015

## 8. 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 modal agencies 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 modal agencies and jurisdictions.

Cost Estimate:       \$6,043  
                              \$10,024 carryover from FY 2014  
                              \$23,000 total

**TOTAL MARYLAND COST ESTIMATE:   \$646,043**  
  **\$270,024 carryover from FY 2014**  
  **\$916,067 total**

## 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:       \$15,000  
                              \$8,000 carryover from FY 2014  
                              \$23,000 total

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

Schedule:             On-going activity

### 2. Travel Monitoring and Survey

This program will fund the ongoing 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:       \$200,000

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 model, as adapted 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; and 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: \$109,195  
\$59,972 carryover from FY 2014  
\$169,167 total

Products: Model output, 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 be limited to technical support in ongoing corridor/subarea studies, and initiation of new studies ranging from major new corridor analyses to the development of travel demand forecasts for individual facilities. Tasks undertaken under this work element may involve staff assisting VDOT in the review and/or analysis of 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 at addressing the congestion and mobility challenges in Northern Virginia.

Cost Estimate: \$240,000  
\$256,119 carryover from FY 2014  
\$505,119 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 anticipated but not yet defined.

**TOTAL VIRGINIA COST ESTIMATE: \$564,195**  
**\$333,091 carryover from FY 2014**  
**\$897,286 total**

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: \$5,000

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. 2014 Metrobus Passenger On-Board Survey

*Background*

The 2014 Metrobus On-Board Passenger Survey will be conducted by WMATA and TPB, with TBP staff managing the survey implementation. The primary purpose of this survey is to update the information from the 2008 survey. Since the last survey occurred there have been regional changes as well as Federal reporting changes. The October 2012 FTA Title VI Circular requires that passenger origin-destination surveys be conducted no less than every five years. Other objectives of the survey include obtaining and updating origin and destination information for both planning studies as well as for regional subsidy allocation. Regional subsidy allocation requires that only regional routes are surveyed, however, to be compliant with Title VI, all routes will need to be surveyed. In order to catch up to and maintain the standards of the federal requirements, a complete baseline survey is needed in calendar year 2014. Following that, 1/3 of the routes will be surveyed every year on a rolling basis, so that therein after, every route will have been surveyed every 3 years.

The 2014 survey will serve as the baseline survey to collect on-board passenger data for the entire Metrobus system, including regional and local routes, and cover both weekdays and weekends. The baseline survey will be split into two surveying periods, Spring 2014 and Fall 2014. Hence, the 2014 UPWP funds will support the first half of the survey and the 2015 UPWP funds will support the second half of the survey. TPB staff will manage the 2014 baseline survey for WMATA with the participation of WMATA staff .

*Scope of Work*

TPB staff will solicit proposals from qualified survey contractors to perform all data collection and processing activities associated with the conduct of a regional bus passenger survey. These duties include, but are not limited to the recruitment and training of surveyors to distribute and collect survey questionnaires, the scheduling and supervision of these surveyors, the distribution and collection of survey questionnaires to and from bus passengers, the development and implementation of survey quality control on board procedures, the entry and processing of the survey data into an electronic database, the performance of basic logic and consistency edit checks to ensure data quality and completeness and the documentation of survey results and procedures. TPB staff will also perform geocoding as part of the survey management.

Cost Estimate: \$212,878

Product: Final report summarizing the survey methodology, findings, geo-coded data, and documenting all elements of the data collection and survey processing activities as well as all data files associated with the survey.

Schedule: Complete by March 2015

Year 1 Baseline Survey – Phase 2 (FY 2015 UPWP)

Phase 2 implementation plan: August 2014

Phase 2 surveys: September - November 2014

Completion of Phase 2 follow-up surveys: December 2014

All final deliverables: March 2015

4. Other Tasks to be Defined

Other tasks anticipated but not yet defined.

Cost Estimate: \$26,700 carryover from FY 2014

**TOTAL WMATA COST ESTIMATE: \$222,878**

**\$26,700 carryover from FY 2014**

**\$249,595 total**

## **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: Thurgood Marshall Baltimore Washington International 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 for FY 2015 are as follows:

### **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 (2013) 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 will be completed during FY 2015. Phase 2 will result in updated forecasts of ground access trips by time of day and mode of arrival and will be completed during FY 2016.

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:       \$ 40,000

### **Ground Access / Air Cargo Element Update – Phase 2**

The purpose of this project is to update the Ground Access/Air Cargo Element of the Regional Airport System Plan to examine ground accessibility for both air passengers and cargo. Maintaining ground access to the region's airports by both passengers and cargo provides significant benefits to the region's economy. However, ground access and landside congestion problems are expected to increase in the future. These ground access problems could adversely impact airport use in the Washington-Baltimore region.

This update will provide an analysis of current and forecast ground access problems at DCA, IAD, and BWI. It will analyze how current and future traffic congestion affects access to the airports by passengers and cargo. It will also look at overall conditions and demand for air cargo facilities in the region. Further, this plan element will 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. Phase 1 entailed preparation of the scope of work of the Ground Access/Air Cargo Element Update and completion of the supply analysis, which will entail identifying current and planned ground access facilities and services for passengers and cargo and identifying cargo facilities at these airports.

Phase 2 of this project will complete the update of the Ground Access/Air Cargo Element, the first phase of which resulted in the completion of a supply analysis. Phase 2 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 in this phase include: undertaking a review of forecasted demand for airport ground access, identifying ground access needs of the region's air passengers and cargo, documenting issues and problems, highlighting key issues to be addressed in the CLRP, and coordination with relevant agencies to identify policy issues. In addition, for cargo, it will examine the estimated potential demand for air cargo facilities and compare this demand with current and planned facilities to determine air cargo facility needs in this region.

The products of Phase 2 will be a final report outlining key policy issues and recommendations pertaining to the ground access to the region's airports. This plan element will also integrate airport system ground access and facility planning into the overall regional transportation planning process for the National Capital Region and include recommendations for improving ground access and cargo for the region's airports.

Cost Estimate:       \$ 82,000

### **Process 2013 Air Passenger Survey – Phase 2**

The purpose of the APS is to collect information about travel patterns and user characteristics of air passengers using the three major commercial airports and to help determine airport terminal and groundside needs. Data from the air passenger surveys will provide the basis for analysis of major changes in airport use in the region and planning for future airport improvements. Phase 1 of this project resulted in a final survey database for general analysis. Phase 2 will involve geocoding and further data analysis including preparation of summary findings and a full technical report. Continued processing and geocoding of the data collected in the 2013 APS will be carried out in this CASP project.

Phase 2 of this project provides for the continued processing of data collected in the 2013 Regional Air Passenger Survey. In Phase 1, data collected as part of the survey was corrected and the 2013 Air Passenger Survey database was finalized in preparation for data analysis. The General Findings Report was issued as part of Phase 1. Specific tasks to be completed in Phase 2 are: geocoding, data expansion, data tabulation, and data analysis. During this process detailed statistical analysis of the survey is conducted, which ultimately results 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. non-work, 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 the Geographic Findings Report and final geocoded survey file.

Cost Estimate:       \$110,000

TOTAL CASP COST ESTIMATE: \$232,000

## **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 2015 STATE TRANSPORTATION AGENCY  
STATE PLANNING AND RESEARCH PROGRAMS (SPR)**



**District of Columbia Department of Transportation  
State Planning and Research (SPR) Program Elements Supporting  
the Washington Area Work Program FY 2015**

**Strategic Planning:** Develop a long-range plan that incorporate performance goals, measures, and targets into the process of identifying needed transportation improvements. Promote a transportation system that is efficient, effective and safe for multi-modal users.

**State and Regional Planning:** Ensure the District complies with the planning requirements of MAP-21 §52005; 23 USC 505 by maintaining and improving the safety of all components of the transportation system. Ensure planning of future highway programs and local public transportation systems and planning of the financing of such programs and systems, including metropolitan and statewide planning.

**Development Review:** Review development plans for transportation impact and ensure site plans are in proper compliance while maintaining system efficiency and safety.

**Active Transportation Program Management:** Promote a safe and convenient bicycling, walking and public transit. Encourage the reduction of single occupant vehicle travel and support modes of transportation that are clean, advances physical activity, and elevate environmental stewardship and resource conservation.

**Project Development and Excellence:** Enhance the performance of the transportation system while protecting and enhancing the environment. Review projects for environmental compliance and address issues as they relate to environmental planning and coordination. Coordinate with the District Department of the Environment on air quality initiatives and serve as the liaison for the District's and Regional Air Quality Program.

**Data Collection, Analysis and Dissemination:** Collect and analyze data in support of the Highway Performance Monitoring System (HPMS), a data system that reflects the extent, condition, performance, use, and operation characteristics of highways required by federal legislations for surface transportation.

**Traffic Safety Data Collection:** Collect, manage, and analyze transportation data such as vehicle crashes, traffic counts and the review of design documents for safety improvements.

**Metropolitan Planning:** Describes the regional transportation planning and special technical assistance projects proposed to be undertaken July 1, 2014 through June 30, 2015 by COG/TPB staff in cooperation with state and local agencies and WMATA.

**Program Funding:** The FY 2015 SPR Program funding is under development. The FY2015 budget is \$3,504,859 (Federal = \$2,803,887 and District = \$700,972).

Maryland Department of Transportation  
State Highway Administration  
State Planning and Research (SPR) Program Elements Supporting the  
Washington Area Work Program FY 2015

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 2014-2019 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 2015 State Planning & Research Program Elements	
Supporting the Washington Area Work Program	
Item	Amount (\$)
I. Systems & Programming	
A. CTP	\$221,623
B. Local Government Liaison	\$122,284
C. Long Range Planning	\$30,672
II. Traffic Monitoring Program	\$810,939
III. MPO Liaison	\$27,437
IV. Highway Statistics	\$458,720
V. Special Studies	\$121,809
Total	\$1,793,486



VIRGINIA DEPARTMENT OF TRANSPORTATION  
SPR PROGRAM ELEMENTS, AND OTHER ELEMENTS SUPPORTING  
THE WASHINGTON AREA WORK PROGRAM FY 2015

**A. SPR Funds for District Planning Annual Activities**

**1. Metropolitan Planning Support Activities:**

This element represents the various activities undertaken by NoVA District Planning and Investment Management staff (with support from the VDOT Central Office staff as needed) in the development and implementation of the various elements / work tasks in the MPOs FY 2015 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:

- a. 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);
- b. 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).
- c. 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. Statewide Planning Support Activities:**

This element of the SPR work program provides for staffing within the NoVA District Planning section to participate in and provide assistance to TMPD and others sections within the Department and the local agencies in a variety of tasks including:

- a. 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 2014 include: US 1 Transit Alternatives Study; EA for the Dulles Air Cargo Passenger Metro Access Highway; initiation of a Tier 2 EIS for I 66 Outside the Capital Beltway, Buckland Area Transportation Study; NoVA Significant Projects Ratings Study (HB 599); Fairfax County corridor Improvements Study (Phase 1); and I 66 Bus on Shoulders Pilot Program study.
- b. Provide inputs and review of the findings and recommendations for the Surface Transportation Plan document;
- c. Regular and ongoing update of the Statewide Planning System inventory and

- traffic forecasts;
- d. Provide a dedicated full time Bicycle and Pedestrian Coordinator;
- e. Provide input and review of federal functional classification updates; and
- f. Provide assistance with General Assembly legislative impact statements and studies.

### **3. Project Development Support Activities:**

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

- a. Prepare and/or review traffic forecasts for project design (LD-104) and environmental documents (Project level conformity analysis for Noise, Air and other pollutants for NEPA documents)
- b. Conduct and/or assist in the conduct of transportation planning studies initiated by VDOT and/or localities such as I 66 Inside the Beltway Bus on Shoulders Pilot Program, US 1 Transit Alternatives, Studies, Tier 2 EIS for I 66 Outside the Capital Beltway, etc.
- c. Participate in the development and/or review of the traffic forecasts for IMR and IJR as developed for/by the VDOT PE and/or L&D sections of the District;
- d. Review and comment on various Environmental Impact Reports received by the district as part of VDOT's role in Inter-agency consultation process.
- e. Assist the Transportation and Land Use directors in the review and planning of project activities such as location and design of Park and Ride lots.

### **4. Local Planning Activities:**

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

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

## **B. SPR Funds for Special Studies to be conducted by Consultants or entities other than District staff (list each study individually)**

The District is requesting a total of \$410,000 in FY 2015 for three separate consultant assisted Planning / Research studies, at this time. A brief description of the studies is provided below. One of the three studies is a "before and after" study. The FY 15 funds

requested will serve for the “before” aspects of the study. Should this study be funded the District plans to request \$100,000 in FY 16 for the “after” aspects of the study. We have identified the personnel who will be available to manage the study should it be funded and will be happy to provide additional details if needed.

### **1 - NoVA Regional Trails and Bikeway Study – Update**

The Northern Virginia Regional Trails and Bikeway study was originally done in 2003. It identified existing, funded and proposed bicycle facilities that were regionally significant in the NOVA District. A detailed update of this study is needed with new (more accurate) GIS mapping, a tally of added facilities, updated Latent Demand Analysis, a breakdown of LOS categories and an estimate of maintenance costs dependent on assumed ROW ownership. The consultant will also provide a list of recommendations (State and/ or regional level) as well as conduct public meetings.

Estimated Cost: \$250,000  
Estimated Duration: 9-12 months

### **2 – NoVA HOV Slugging Survey - Update**

The proposed project is to conduct an update of the instant carpoolers (or Sluggers) survey in the I-95/395 corridor. VDOT has conducted this survey in 1999, 2006, and 2010, and NOVA is interested in performing this survey again in the fall of 2014. Sluggers traditionally comprise about a third of the person trips on the I-395 HOV lanes, or about 10,000 trips per day.

There are two reasons for doing this update now. The first is that the Metropolitan Washington Council of Governments recent cordon counts of vehicles entering the inner cores of DC and Arlington show that there has been a significant drop in carpooling across this cordon since 2009. The counts show that carpooling trips in the am peak period are down by over 16,000 trips, with the carpool mode share dropping from 19% to 16%. Many of these carpoolers are from the Virginia portion of the region, many on the I-95/395 HOV lane facility. We would like to determine if the drop is from the slug community, from formal carpools, from BRAC movements, etc., and if there is anything we can do to reverse this trend. The second reason is to gather information on slugging as a “before” condition to the 2015 opening of the HOT lanes on I-95.

Estimated Cost: \$60,000  
Schedule: Fall of 2014, before the I-95 HOT lanes open in 2015.

### **3 - I-66 Inside the Beltway Bus on Shoulders Pilot - Monitoring Program**

The bus on shoulder project on I-66 inside the Beltway is in preliminary engineering, with the expected opening date of Fall 2014. This is the second application of BOS in this region (the Dulles Connector was the first), but the first one involving more than one location along a facility. As part of the Pilot, a monitoring program must be developed to

assess if the BOS application is worth continuing or expanding in the future. Once the monitoring program is detailed or outlined, the before condition can be measured by gathering data on bus volumes, passengers, HOV volumes, speeds, and providing a snapshot of travel conditions in the corridor. A part of the follow-on continuous monthly monitoring of the benefits can be funded from 2016 SPR funds, if available.

Estimated Cost:                    \$100,000  
(FY15; Before element)

Schedule:                            Summer/Fall of FY2015

# APPENDIX



TPB R1-2005  
July 21, 2004

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

**RESOLUTION ON AGREEMENT BETWEEN THE NATIONAL CAPITAL REGION  
TRANSPORTATION PLANNING BOARD AND THE FREDERICKSBURG AREA  
METROPOLITAN PLANNING ORGANIZATION TO CONDUCT THE  
TRANSPORTATION PLANNING PROCESS IN  
THE PORTION OF THE STAFFORD COUNTY THAT IS PART OF  
THE WASHINGTON DC-VIRGINIA-MARYLAND URBANIZED AREA**

**WHEREAS**, the National Capital Region Transportation Planning Board (TPB) is the officially designated metropolitan planning organization (MPO) for the Washington Region; and

**WHEREAS**, the Fredericksburg Area Metropolitan Planning Organization (FAMPO) is the officially designated MPO for the Fredericksburg Area which includes the City of Fredericksburg and Spotsylvania and Stafford Counties; and

**WHEREAS**, the US Census Bureau's designation of the urbanized boundary for the Washington, DC-Virginia-Maryland urbanized area, based on the 2000 Census, places a portion of Stafford County in the Washington, DC-Virginia-Maryland urbanized area; and

**WHEREAS**, in the attached Resolution R22-95 adopted December 21, 1994, the TPB approved an agreement between the TPB and FAMPO that Stafford County be designated as completely within the FAMPO's planning area; and

**WHEREAS**, the Board of Supervisors of Stafford County and FAMPO have expressed their preference that all of Stafford County remain within the FAMPO planning area boundary; and

**WHEREAS**, the attached agreement has been developed to identify the TPB and FAMPO transportation planning responsibilities for that portion of Stafford County that is part of the Washington, DC-Virginia-Maryland urbanized area;

**NOW, THEREFORE, BE IT RESOLVED THAT** the NATIONAL CAPITAL REGION TRANSPORTATION PLANNING BOARD hereby authorizes the chairman to execute the attached agreement with FAMPO to identify the TPB and FAMPO transportation planning responsibilities for that portion of Stafford County that is part of the Washington, DC-Virginia-Maryland urbanized area.

**Adopted by the Transportation Planning Board at its regular meeting on July 21, 2004.**





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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

## ARTICLE II- COORDINATION OF PLANNING ACTIVITIES

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

## ARTICLE III-TIME FRAME OF THE PROCESS

### V. APPENDIX

ARTICLE III-TIME FRAME OF THE PROCESS

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

ARTICLE IV-TERMINATION

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


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

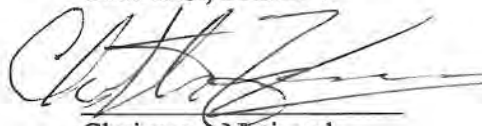
ARTICLE V-AMENDMENTS


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

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

  
Chairman, FAMPO

WITNESSED BY   
DATE 11-17-2004

  
Chairman, National  
Capitol Region  
Transportation Planning Board

WITNESSED BY   
DATE 11-17-2004

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

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

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

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

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

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

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

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

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

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

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

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

## ATTACHMENT A

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

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

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

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





**MEMORANDUM OF UNDERSTANDING  
ON METROPOLITAN TRANSPORTATION PLANNING RESPONSIBILITIES FOR THE  
NATIONAL CAPITAL REGION**

This agreement is made and entered into as of January 16, 2008 by and between the National Capital Region Transportation Planning Board (TPB) hereinafter referred to as the **TPB**; the District of Columbia Department of Transportation (DDOT), the Maryland Department of Transportation (MDOT), and the Virginia Department of Transportation (VDOT) hereinafter referred to as the **State DOTs**; and the Commonwealth of Virginia Department of Rail and Public Transportation (DRPT), the Maryland Transit Administration (MTA), the Northern Virginia Transportation Commission (NVTC), and the Washington Metropolitan Area Transit Authority (WMATA) hereinafter collectively referred to as the **Transit Operators**.

**WHEREAS**, joint responsibilities must be met for establishing and maintaining a cooperative, comprehensive and continuing (3-C) metropolitan transportation planning and programming process as defined and required by the United States Department of Transportation (USDOT) in regulations at [23 CFR 450 Subpart A – Transportation Planning and Programming Definitions](#) and [23 CFR 450 Subpart C – Metropolitan Transportation Planning and Programming](#), and

**WHEREAS**, the regulations at [23 CFR 450.314 Metropolitan Planning Agreements](#) direct that the metropolitan planning organization (MPO), the States and public transportation operators shall cooperatively determine their mutual responsibilities for carrying out the 3-C process and clearly identify them in a written agreement.

**WHEREAS**, the regulations at [23 CFR 450.104](#) define *Public transportation operator* to mean the public entity which participates in the continuing, cooperative, and comprehensive transportation planning process in accordance with 23 U.S.C. 134 and 135 and 49 U.S.C. 5303 and 5304, and is the designated recipient of Federal funds under title 49 U.S.C. Chapter 53 for transportation by a conveyance that provides regular and continuing general or special transportation to the public, but does not include school bus, charter, or intercity bus transportation or intercity passenger rail transportation provided by Amtrak.

**WHEREAS**, nothing in this MOU shall be construed as limiting or affecting the legal authorities of the parties, or as requiring the parties to perform beyond their respective authorities.

**NOW, THEREFORE**, the TPB, the State DOTs and the Transit Operators recognize and agree that they will conduct a cooperative, comprehensive and continuing transportation planning and programming process for the National Capital Region and that their mutual responsibilities for carrying out this process are described in the following eleven articles.

The metropolitan planning activities undertaken by the **TPB** are described in Articles 1 to 11. The planning activities undertaken by the **State DOTs** are described in Articles 3 and 5 through 11, and are coordinated with the state transportation planning processes that are required in regulations at [23 CFR 450 Subpart B--Statewide Transportation Planning and Programming](#).

The planning activities undertaken by the **Transit Operators** are described in Articles 3 and 5 through 10. By participating on the Regional Bus Subcommittee of the TPB Technical Committee, Transit Operators have an opportunity to coordinate bus and other transit planning in the region and to incorporate their plans into the Long-Range Transportation Plan and the Transportation Improvement Program (TIP). Transit Operators provide funding inputs for the TIP based upon each system's annual operating and capital improvement budgets. Transit Operators also provide projections of their system revenues, operating and maintenance costs and major improvement costs for the update of the financially constrained plan based upon each system's operating and capital improvement plans.

### **Article 1**

#### **Scope of the Metropolitan Transportation Planning Process**

The TPB, as the metropolitan planning organization (MPO), the State DOTs and the Transit Operators will conduct a metropolitan transportation planning process that is continuous, cooperative, and comprehensive and provide for the consideration of projects, strategies, and services that will address the eight planning factors as specified in [23 CFR 450.306 : Scope of the Metropolitan Transportation Planning Process](#). This metropolitan planning process will be carried out in coordination with the three state transportation planning processes that are required in regulations at [23 CFR 450 Subpart B--Statewide Transportation Planning and Programming](#).

### **Article 2**

#### **MPO Structure and Planning Boundaries**

The TPB has been designated the MPO for the National Capital Region by the Governors of Maryland and Virginia and the Mayor of the District of Columbia. The TPB is composed of representatives from the 19 cities and counties, including the District of Columbia, that are members of the Metropolitan Washington Council of Governments (COG), the City of Manassas, the St. Charles Urbanized Area of Charles County, the General Assemblies of Maryland and Virginia, the state DOTs and the Washington Metropolitan Area Transit Authority (WMATA). The TPB also has ex officio representatives from the Metropolitan Washington Airports Authority (MWAA), the Federal Highway Administration, the Federal Transit Administration, the National Capital Planning Commission, the National Park Service and private transportation service providers.

The TPB has Bylaws that establish its membership, time and place of meeting, officers, voting procedures, committees, staffing and relationship to the Metropolitan Washington Council of Governments (COG), public participation, and procedures for amendments. On October 30, 2003, the State DOTs and COG executed an agreement specifying the COG

responsibilities for supporting the MPO transportation planning process as described in the annually federally approved Unified Planning Work Program (UPWP).

The TPB has established a Technical Committee to advise and assist it in all aspects of the metropolitan planning process. The Technical Committee is comprised of representatives of all TPB member agencies and governments and interested transportation agencies in the region, and provides opportunities for these representatives to participate regularly in the metropolitan planning process.

The TPB has also established the Regional Bus Subcommittee of the Technical Committee which is comprised of representatives of public transportation operators in the region, including those that operate the regional and local jurisdiction bus systems, Metrorail, and the commuter rail systems. The Regional Bus Subcommittee provides opportunities for public transportation operators to participate regularly in the metropolitan planning process.

Figure 2 on page 8 shows the TPB planning boundary for the National Capital Region and the location of each of the participating local jurisdictions. After each Census, the TPB will review this planning boundary in cooperation with the State DOTs and Public Transit Operators to determine if it meets the minimum statutory requirements for new and updated urbanized areas, and will adjust the boundary as necessary.

### **Article 3 Unified Planning Work Program**

Between January and March each year, the TPB, the state DOTs, the Transit Operators, in cooperation with the local jurisdictions and other TPB members will prepare the Unified Planning Work Program (UPWP) as required under 23 CFR 450.308 : Funding for Transportation Planning and Unified Planning Work Programs, including documenting the metropolitan transportation planning activities anticipated within the region during the next year. In March the TPB will approve the UPWP and submit it to the Federal Highway Administration (FHWA), Federal Transit Administration (FTA), and the State DOTs for approval and funding. When necessary, the TPB can approve amendments to the UPWP subject to approval by the FHWA and FTA and State DOTs.

### **Article 4 Participation Plan**

The TPB will adopt and use a Participation Plan to provide citizens, affected public agencies, and all interested parties with reasonable opportunities to be involved in the metropolitan transportation planning process and to review and comment at key decision points as specified in 23 CFR 450.316: Interested Parties, Participation and Consultation. This plan will be coordinated with the State DOTs' public involvement and consultation transportation planning processes.

### **Article 5 Transportation Planning Studies and Project Development Process Under the National Environmental Policy Act (NEPA)**

The TPB, the State DOTs, or the Transit Operators may undertake a multimodal, systems-level corridor or subarea planning study as part of the metropolitan transportation planning

process. The development of these studies will involve consultation with, or joint efforts among, the TPB, State DOTs, and Transit Operators. The results or decision of these planning studies may be used as part of the overall project development process consistent with NEPA as specified in [23 CFR 450.318: Transportation Planning Studies and Project Development](#) .

## **Article 6 Congestion Management Process**

The TPB, in cooperation with the State DOTs, the Transit Operators and local officials will develop congestion management objectives and performance measures to assess the extent of congestion and support the evaluation of the effectiveness of congestion reduction and mobility enhancement strategies for the movement of goods and people. The transportation planning process will develop and maintain an ongoing congestion management process for monitoring, operating and maintaining the regional transportation system required by [23 CFR 450.320: Congestion Management Process in Transportation Management Areas](#).

## **Article 7 Air Quality Transportation Planning**

The air quality transportation planning activities for the Washington Metropolitan Region will be described in the annual UPWP. These activities will be designed to ensure that the TPB can make a conformity determination on its annual CLRP and TIP in accordance with the Clean Air Act and the Environmental Protection Agency (EPA) transportation conformity regulations in 40 CFR part 93. The TPB has adopted interagency and public consultation procedures regarding its air quality planning activities which address the preparation of the annual UPWP and the development and amendments to the CLRP and TIP.

## **Article 8 Update of the Long-Range Transportation Plan and Development of the Transportation Improvement Program (TIP)**

The metropolitan transportation planning process is on-going. Each year the TPB will adopt and issue a document to solicit projects and programs to be included in the next year's update of the plan and the next TIP. This document will describe the policy framework and planning priorities that guide project submissions and explain the project submission process and schedule. The State DOTs and Transit Operators will provide their plan and TIP project submission information as requested in this document. In updating the plan, the TPB, with the cooperation of the State DOTs and Transit Operators, will ensure that the plan development process and plan content meet all requirements as specified in [23 CFR 450.322: Development and Content of the Metropolitan Transportation Plan](#). The TPB will approve the updated plan and submit it for information purposes to the State DOTs and FHWA and FTA.

In preparing the new TIP, the TPB, with the cooperation of the State DOTs and Transit Operators, will ensure that the TIP development process and TIP content meet all requirements as specified in [23 CFR 450.324: Development and Content of the Transportation Improvement Program \(TIP\)](#). The TPB will approve the TIP and forward the TIP to the State DOTs for their approval and inclusion in their State Transportation

Improvement Programs (STIP). TIP amendments and administrative modifications will follow the procedures for TIP modifications as adopted by the TPB and as specified in [23 CFR 450.326: TIP Revisions and Relationship to the State Transportation Improvement Program \(STIP\)](#). The selection of projects from the TIP by the TPB, State DOTs, or Transit Operators will be done as specified in [23 CFR 450.330: Project Selection from the TIP](#).

### **Article 9 Fiscally Constrained Financial Plans for the Long-Range Transportation Plan and TIP**

Financial plans are required to be included with the long range transportation plan and TIP that demonstrate the consistency between reasonably available and projected sources of federal, state, local, and private of revenues and the costs of implementing the proposed transportation system improvements. As described in Article 8, the metropolitan transportation planning process is on-going. Each year the TPB will adopt and issue a document to solicit projects and programs to be included in the next year's update of plan and the next TIP. When the plan is amended or updated, the TPB, State DOTs and Transit Operators will cooperatively develop, share, review and adopt estimates of revenues and costs required for the financial plan that demonstrate fiscal constraint for the transportation plan as specified in 23 CFR 450.322(f)(10)). When the TIP is amended, the TPB, State DOTs and Transit Operators will cooperatively develop, share, review and adopt estimates of costs and estimates of funds that are available or committed or reasonably expected to be available that are required for the financial plan that demonstrate fiscal constraint for the TIP as specified in 23 CFR 450.324(h) & (i).

### **Article 10 Annual Listing of Projects with Federal Funding Obligations**

Each year within 90 days after the close of the federal fiscal year, the TPB, State DOTs and Transit Operators will cooperatively develop a listing of projects from the TIP for which federal transportation funds were obligated in the preceding fiscal year. This report will contain the projects and financial information as required in [23 CFR 450.332 Annual Listing of Obligated Projects](#). This report will be made available to the public on the TPB web page.

### **Article 11 Certification of the Metropolitan Transportation Planning Process**

As described in Article 8, the metropolitan transportation planning process is on-going. Each year the TPB will adopt and issue a document to solicit projects and programs to be included in the next year's update of plan and the next TIP. When the TIP is approved, the TPB and State DOTs will certify that the metropolitan planning process for the National Capital Region is being carried out in accordance with all applicable requirements as specified in [23 CFR 450.334 Self-Certification and Federal Certifications](#) and [23 CFR 450.328 TIP Action by the FHWA and the FTA](#).

This Memorandum of Understanding is approved by the respective parties hereto as of the date shown above.

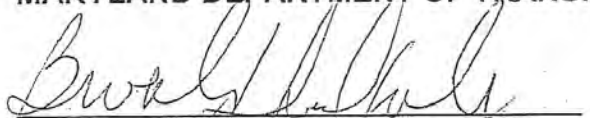
**NATIONAL CAPITAL REGION TRANSPORTATION PLANNING BOARD**

  
Phil Mendelson, Chairman

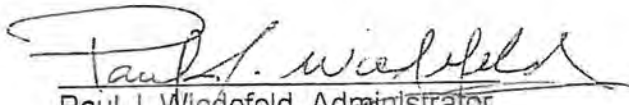
**DISTRICT OF COLUMBIA DEPARTMENT OF TRANSPORTATION**

  
Emeka Moneme, Director


**MARYLAND DEPARTMENT OF TRANSPORTATION**

  
Beverley Swaim-Staley, Deputy Secretary

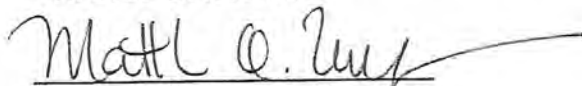
**MARYLAND TRANSIT ADMINISTRATION**

  
Paul J. Wiedefeld, Administrator


**VIRGINIA DEPARTMENT OF TRANSPORTATION**

  
Pierce R. Homer, Secretary of Transportation

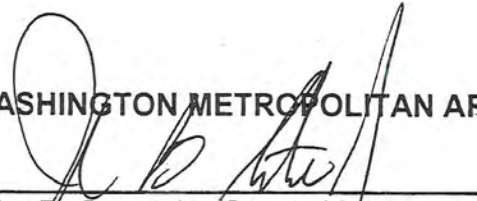
**COMMONWEALTH OF VIRGINIA DEPARTMENT OF RAIL AND PUBLIC  
TRANSPORTATION**

  
Matthew O. Tucker, Director

NORTHERN VIRGINIA TRANSPORTATION COMMISSION

  
Richard K. Taube, Executive Director

WASHINGTON METROPOLITAN AREA TRANSIT AUTHORITY

  
John B. Catoe Jr., General Manager

**Membership of the  
National Capital Region  
Transportation Planning Board**

