

FISCAL YEAR 2009
JULY 1, 2008 – JUNE 30, 2009

UNIFIED WORK PROGRAM

FOR THE

RICHMOND AREA METROPOLITAN

PLANNING ORGANIZATION

Approved as a Final Report by the Richmond Area Metropolitan Planning Organization, April 10, 2008.

Prepared by the Richmond Regional Planning District Commission staff through a cooperative process involving the City of Richmond, Counties of Charles City, Chesterfield, Goochland, Hanover, Henrico, New Kent, Powhatan, and the Town of Ashland, the Virginia Department of Transportation, the Virginia Department of Rail and Public Transportation, the Virginia Department of Aviation, the Richmond Metropolitan Authority, the Capital Region Airport Commission, the Greater Richmond Transit Company, the Federal Highway Administration, the Federal Transit Administration, and RideFinders, Inc., on behalf of the Richmond Area Metropolitan Planning Organization.

MPO AMENDMENT ACTIONS

- 1/15/09: UWP amended to add task 5.7 (action by TAC on behalf of MPO).
- 4/9/09: UWP amended to add new UWP tasks 2.8 and 8.1.
- 4/9/09: UWP amended to program \$139,767 in carryover funds.
- 4/9/09: UWP amended to shift PL funds among various RRPDC staff work tasks (1.1, 1.2, 1.3, 2.1, 2.2, 2.5, 2.8, 3.1, 3.2, 3.3, 4.1, 5.2, 5.5, 5.6, 6.1, 7.1, 8.1).
- 6/18/09: UWP amended to shift PL funds for RRPDC staff from task 3.2 to task 1.2.

**RICHMOND AREA MPO
MISSION STATEMENT AND PLANNING PRIORITIES**

Mission Statement

The following mission statement was unanimously approved by the MPO on November 18, 2004:

To serve as the federal and state designated regional transportation planning organization that serves as the forum for cooperative transportation decision-making to assure excellence in mobility and safety within and through the Richmond region.

Planning Priorities

Section 450.308(c) of the Metropolitan Planning regulations states that Transportation Management Area (TMA) designated MPO's shall include a discussion of the planning priorities facing the metropolitan planning area. The following identifies the FY 09 UWP major planning priorities. Further discussion of these priorities is provided in the various work tasks.

1. Task 2.1, Socioeconomic Data Development – Work will proceed to establish the base and forecast years for the next LRTP update (tentatively set as the 2035 LRTP update). This task will also address the issue of establishing population and employment forecasts that exceed VEC jurisdiction forecasts and VDOT's allowed exceedence. There will also be a review of data needs for conducting transit travel demand estimates and VDOT is paying for an enhanced NHTS with household survey results being available for use in the travel demand model.
2. Task 2.2, Long-Range Transportation Plan (LRTP) Update – RRPDC staff will program and present a report on staffing for a regional travel demand model (to be done in coordination with VDOT's travel demand model).
3. Task 4.1, Transportation Improvement Program (TIP) – Work on developing and reporting Regional Priority Transportation Projects has been modified to provide for reports on fully funded projects (actual and scheduled funds), projects in need of additional funds or unfunded, and new priority projects. In addition, the MPO will also identify small scale priority projects with a cumulative significant impact for CTB review and consideration.
4. Task 5.5, Regional Mass Transit Study – This study is scheduled to be completed in May 2008. In FY 2009, work will be conducted to promote awareness of the plan and to work with area officials, groups, and organizations in implementing its recommendations.
5. Task 5.6, Human Services Public Transportation Coordination Plan (HSPTCP) – Most work on the HSPTCP is scheduled to be done in FY 2008. Implementation of the HSPTCP is required in order for the region to be able to access FTA Sections 5316 and 5317 funds.

**DOCUMENTATION OF
RICHMOND AREA MPO AND TRI-CITIES AREA MPO
TRANSPORTATION PLANNING COORDINATION**

Article I of the “Memorandum of Understanding for Coordination of Regional Transportation and Air Quality Planning and Programming in the Richmond Area MPO and the Tri-Cities Area MPO Study Areas and the Richmond Nonattainment/Maintenance Area for Ozone Air Quality Standards Superseding the Memorandum of Understanding for January 9, 1992” states that the Richmond Area and Tri-Cities Area MPOs “monitor the coordination of Geographic Information System applications use for transportation planning and programming, cooperate in the sharing of information relating to the development of the long-range transportation plans and transportation improvement programs, coordinate estimation and forecasts of socio-economic data at the traffic analysis zone level, coordinate travel demand model development for the two transportation study areas, and participate on projects of mutual interest.” The MOU provides that documentation of cooperation between the Richmond Area and Tri-Cities Area MPOs shall be included in their respective annual planning work programs.

The following documents cooperative work efforts provided for in the MPO’s FY 09 UWP.

- 1.1 MPO Maintenance/Special Studies – Staff for the Richmond Area and Tri-Cities Area MPOs share information of interest including MPO and TAC meeting agendas, work program and TIP documents, correspondence for various work program and study activities, etc. Staffs for these two MPOs also participate on the Richmond/Hampton Roads High Speed Passenger Rail Study VDRPT Technical Advisory Committee.
- 1.3 Unified Work Program (UWP) – The Richmond Area and Tri-Cities Area MPOs have an agreed procedure for the distribution of FHWA/PL funds that VDOT allocates to the Richmond Urbanized Area (which includes both MPOs).
- 2.1 Socioeconomic Data – Base year and forecast year data for the Richmond Area and Tri-Cities Area MPOs is jointly developed with common agreed-to base and forecast years and demographic factors.
- 2.2 Long-Range Transportation Plan (LRTP) – The LRTP model developed and maintained by VDOT covers both the Richmond Area and Tri-Cities Area MPO’s study areas.
- 3.3 Intelligent Transportation Systems (ITS) – The Richmond/Tri-Cities Areas Intelligent Transportation Systems (ITS) Architecture Report and Deployment Plan is maintained and updated through each MPO’s respective Technical Advisory Committee. VDOT Richmond District ITS staff serves as lead for advising each MPO as to ITS projects and programs recommended for each MPO’s review and incorporation into their respective LRTPs and TIPs.

- 5.8 Richmond Area Rail Studies – Work on rail studies which cover both MPOs is generally conducted by consultants under contract to VDRPT with technical advisory committees established to provide project review and comment. Staffs from the Richmond Area and Tri-Cities Area MPOs, along with appropriate local government and other agency staffs, serve on the studies’ technical advisory committees.
- 6.1 Intermodal Planning (VDOT Statewide Freight Transportation Planning) – VDOT is conducting a statewide study of essential freight infrastructure across the state and incorporating that information into statewide plans. RRPDC and Crater PDC staffs, along with staffs from other MPOs across the state, assist VDOT in an advisory capacity.
- 7.1 Air Quality Plan and Program Activities – As part of VDOT’s work to conduct LRTP modeling activities for both the Richmond Area and Tri-Cities Area MPOs, VDOT conducts the air quality conformity analysis process for both MPOs. As part of VDEQ’s work to develop the State Implementation Plan (SIP) for the Richmond Nonattainment Area, VDEQ serves as lead staff for MRAQC, the CAAA Section 174 lead planning organization. Local elected officials representing each nonattainment area plus representatives from both MPOs, VDOT, and VDEQ also serve on the LPO.

FREQUENTLY USED MPO TERMS AND ABBREVIATIONS

Attainment	A term that means an area is in compliance with the National Ambient Air Quality Standards (NAAQS) and/or the Clean Air Act (CAA). There are six atmospheric pollutants covered under the CAA. The Richmond area (i.e., Cities of Richmond, Colonial Heights, Hopewell, and Petersburg, and the counties of Charles City, Chesterfield, Hanover, Henrico and Prince George) is designated as a nonattainment area for ozone air quality standards.
Highway Trust Fund (HTF)	Provides dedicated funding for federal highway and mass transit programs. Revenues placed in the HTF come from the federal gasoline tax plus other user fees. The HTF consists of separate highway and mass transit accounts.
MPO	Metropolitan Planning Organization. The Richmond Area MPO's membership includes the following local governments and agencies: Ashland, Charles City, Chesterfield, Goochland, Hanover, Henrico, New Kent, Powhatan, Richmond, CRAC, GRTC, RMA, RRPDC, VDOT, RideFinders, FHWA, FTA, and VDA; serves as the forum for cooperative transportation decision making in the Richmond area.
NAAQS	National Ambient Air Quality Standards; defined by EPA.
Obligations	Commitments made by USDOT agencies to pay out money for federal-aid transportation projects. The TIP serves as the MPO's program of transportation projects for which federal funds have been obligated.
Regionally Significant	Term used for air quality conformity analysis to define highway and rail facilities covered by this analysis. Regionally significant projects are those projects on a facility that serves regional transportation needs and would normally be included in the modeling of a metropolitan area's transportation network. This includes, as a minimum, all principal arterial highways and all fixed guide-way transit facilities that offer a significant alternative to regional highway travel.
SIP	State Implementation Plan; identifies control measures and process for achieving and maintaining NAAQS; eligible for CMAQ funding.
Study Area	The area projected to become urbanized within the next 20 years; defines the area for MPO plans, programs, and studies.
"3-C" Process	("Continuing, Cooperative and Comprehensive") Language from federal legislation establishing MPOs and used in reference to the regional transportation planning and programming process.

TCM	Transportation Control Measures (for Air Quality Control); eligible for CMAQ funding.
TDM	Transportation Demand Management; various transportation control strategies and measures used in managing highway demand.
TIP	Transportation Improvement Program; a staged, multiyear, intermodal program of transportation projects that is consistent with the transportation plan.

Transportation Plan

The MPO's adopted Long-Range Transportation Plan; serves as the initial step and framework in developing a regionally based network of transportation facilities and services that meets travel needs in the most efficient and effective manner possible.

TAZ (Transportation or Traffic Analysis Zone)

Generally defined as areas of homogeneous activity served by one or two major highways. TAZs serve as the base unit for socioeconomic data characteristics used in various plans and studies.

Urbanized Area Term used by the U.S. Census Bureau to designate urban areas. These areas generally contain population densities of at least 1,000 persons per square mile in a continuously built-up area of at least 50,000 persons. Factors such as commercial and industrial development, and other types and forms of urban activity centers are also considered.

UWP Unified Work Program; MPO's program of work activities noting planning priorities, assigned staffs, work products, budgets, and funding sources.

VOC Volatile Organic Compounds; emissions from cars, power plants, etc; when VOCs react with oxides of nitrogen (NOx) in the presence of heat and sunlight to produce ground level ozone or smog.

MPO STANDING COMMITTEES

CTAC	Citizens Transportation Advisory Committee
EDAC	Elderly and Disabled Advisory Committee
TAC	Technical Advisory Committee

FEDERAL STATE AND REGIONAL AGENCIES

CRAC	Capital Region Airport Commission
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EPA	Environmental Protection Agency
FAA	Federal Aviation Administration
FHWA	Federal Highway Administration
FRA	Federal Railroad Administration
FTA	Federal Transit Administration
GRTC	GRTC Transit System (formerly Greater Richmond Transit Company)
MRAQC	Metropolitan Richmond Air Quality Committee
RideFinders	A public nonprofit corporation that provides carpool/vanpool matching and other commuter and transportation services.
MARAD	Maritime Administration
RMA	Richmond Metropolitan Authority
RRPDC	Richmond Regional Planning District Commission
USDOT	United States Department of Transportation
VDA	Virginia Department of Aviation
VDEQ	Virginia Department of Environmental Quality
VDOT	Virginia Department of Transportation
VDRPT	Virginia Department of Rail and Public Transportation
VTRC	Virginia Transportation Research Council

FEDERAL LEGISLATION

ADA of 1990	Americans with Disabilities Act
CAAA of 1990	Clean Air Act Amendments
ISTEA	Intermodal Surface Transportation Efficiency Act; passed in 1991; reauthorized federal surface transportation programs for highways, highway safety and transit for a six-year period, 1992 to 1997. ISTEA provided for significant expansion of MPO planning and programming authority and responsibilities.

- TEA-21** Transportation Equity Act for the 21st Century; signed into law on June 9, 1998 (replaced ISTEA). Authorizes federal funds for highways, highway safety, transit, and other surface transportation programs for the next 6 years. Builds on and continues many of the initiatives established in the Intermodal Surface Transportation Efficiency Act (ISTEA) of 1991.
- SAFETEA-LU** Safe, Accountable, Flexible, Efficient Transportation Act: A Legacy for Users; federal transportation reauthorization signed into law on August 10, 2005 (replaced TEA-21).

FUNDING PROGRAMS

- SPR** State Planning and Research; federal funds allocated to VDOT in support of MPO program activities.
- Local Match** Funds required by recipients of PL and Section 5303 funds for matching federal and state grant funds. Section 5303 and PL funds require a 10% match, with VDOT/VDRPT providing 10% and the remaining 80% provided by the federal source.
- RRPDC** Funds from the RRPDC (state appropriations and local dues) provided in addition to required local match funds (sometimes noted as RRPDC overmatch).
- PL** Planning funds available from FHWA for MPO program activities.
- CMAQ** Congestion Mitigation/Air Quality; federal funding program created under ISTEA (1991). Directs funding to projects that contribute to meeting National Ambient Air Quality Standards. CMAQ funds generally may not be used for projects that result in the construction of new highway capacity for single occupant vehicles. CMAQ funds may be available for eligible planning activities that lead to and result in project implementation.
- Section 5303** Planning funds available from the FTA for MPO program activities.
- Multimodal Planning**
Multimodal Planning Grant; VDOT discretionary grant program (state funds matched by local funds) providing assistance and support for innovative multimodal transportation planning initiatives.
- TEIF** Transportation Efficiency Improvement Fund; purpose of program is to reduce traffic congestion by supporting transportation demand management programs designed to reduce use of single occupant vehicles and increase use of high occupancy vehicle modes; operated by the Commonwealth Transportation Board.

OTHER TERMS AND ABBREVIATIONS

ACG	Address Coding Guide
ADT	Average Daily Traffic; used in conjunction with current and projected traffic volumes.
CAO	Chief Administrative Officer
CARE	Community Assisted Ride Enterprise; program operated by GRTC providing demand-response paratransit service for the elderly and disabled in the City of Richmond and Henrico County.
CMS	Congestion Management System
COA	Comprehensive Operational Analysis (for transit studies)
CTB	Commonwealth Transportation Board
EJ	Environmental Justice
FFY	Federal Fiscal Year (October 1 to September 30)
FY	Fiscal Year (July 1 to June 30).
GASB	Government Accounting Standards Board; private, non-profit organization established in 1984; responsible for setting generally accepted accounting principals for state and local governments
GASB # 34	GASB's Statement Number 34 "Basic Financial Statements and Management's Discussion and Analysis for State and Local Governments"; requires state and local governments to report the value of their infrastructure assets including roads, bridges, sewer and water facilities, etc.
GIS	Geographic Information System
I/M	Inspection and Maintenance
MSA	Metropolitan Statistical Area. The Richmond/Petersburg MSA includes the cities of Colonial Heights, Hopewell, Petersburg, and Richmond; the counties of Charles City, Chesterfield, Dinwiddie, Goochland, Hanover, Henrico, New Kent, Powhatan, and Prince George; and the Town of Ashland.
NHS	National Highway System
NOx	Nitrogen Oxides

RFP	Request for Proposals; process used for reviewing and selecting proposals for consultant study activities. (Goods and non-professional services)
RFQ	Request for Qualifications (Consultant Services).
SIP	State Implementation Plan (for attainment and maintenance of air quality standards)
SOV	Single Occupant Vehicles
STP	Surface Transportation Program
SYIP	Six Year Improvement Program; annual document approved by the CTB. Provides the state's list of federal and state funded transportation projects and programs administered by VDOT and VDRPT.
TDP	Transit Development Program
TMA	Transportation Management Area (i.e. MPO's greater than 200,000 in population).
VMT	Vehicle Miles Traveled

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1.0 MAINTENANCE OF THE MPO

1.1 MPO Maintenance/Special Studies

A. Background

This task provides the administrative and technical support needed to maintain the MPO and MPO process, and provides for special studies and reports as directed by the MPO. Major work activities include program administration (e.g. agendas, minutes, mailing, monthly reports, program management and administration, etc.); PL/Section 5303 grant administration; State Multimodal Planning Grant contract and work tasks administration (if grant funds are awarded); pass through contracts; participation on advisory committees; special studies and projects; review/comment on pass-through work tasks; federal/state regulations and requirements; federal/state legislation review; training, workshops and conferences; and computer program support.

The initial estimate for all staff work task direct costs is estimated at approximately \$157,300 (not including consultant services). Staff direct costs are reviewed by the Technical Advisory Committee (TAC) as part of the UWP development process and are reported to VDOT and VDRPT as part of its submission of quarterly work progress reports.

Under the Intermodal Surface Transportation Efficiency Act (ISTEA) of 1991, the MPO's planning and programming responsibilities had been significantly increased and its scope has become broader and more comprehensive. Most of these requirements were continued as part of the Transportation Equity Act for the 21st Century (TEA-21); signed into law on June 9, 1998. On August 10, 2005, President Bush signed into law the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU). SAFETEA-LU guarantees funding for highways, highway safety, and public transportation totaling \$244.1 billion and represents the largest surface transportation investment in U.S. history. SAFETEA-LU builds on the two landmark bills that brought surface transportation into the 21st century by shaping the highway program to meet the Nation's changing transportation needs—the Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA) and the Transportation Equity Act for the 21st Century (TEA-21). The planning provisions of SAFETEA-LU retain and revise metropolitan and statewide transportation planning statutory requirements. Most of the provisions mirror previous law, but key statutory changes are included. And, although most of the transportation planning requirements became effective immediately when SAFETEA-LU was signed into law on August 10, 2005, many of these provisions require rulemaking to implement the changes. Draft regulations implementing MPO planning and programming provisions under SAFETEA-LU were published in the Federal Register on June 9, 2006 and the final regulations were published on February 14, 2007.

FY 09 UWP Task 1.1

The MPO is charged with developing transportation plans and programs, which provide for the development of transportation facilities which function as a “seamless” intermodal system. The process for developing these plans must consider all modes of transportation, and must, to the maximum extent feasible, be continuing, cooperative, and comprehensive (i.e., “3-C” process). As a TMA level MPO, the process must also consider the results of the Congestion Management System in the planning and programming of transportation projects.

VDOT’s Transportation and Mobility Planning Division (TMPD), located in the Central Office, will provide statewide oversight, guidance and support for the federally mandated Metropolitan Transportation Planning and Programming Process. TMPD will provide technical assistance to VDOT District Planning Managers, local jurisdictions, regional agencies and various divisions within VDOT, in the development of transportation planning documents for the MPO areas. TMPD will participate in special studies as requested. Statewide funding for FY 09 for TMPD is budgeted at \$500,000 (funding estimate based on FY 08 VDOT correspondence; final figures to be provided by VDOT).

The MPO provides technical assistance to area agencies and organizations to provide information and services in addressing regional transportation needs. At the February 14, 2008 RRPDC board meeting, action was taken by the RRPDC to establish a working group to consider and propose solutions addressing the region’s future transportation needs and funding sources. The RRPDC’s action provides for the participation of Richmond area General Assembly members and the business community as members on this working group; directs RRPDC staff to coordinate work group meetings, provide background information, data, and reports to the working group, and to prepare a final report and recommendations as proposed by the working group; directs that the working group complete its assignment and be prepared to offer its conclusions and recommendations to Richmond area General Assembly members and business leaders by September 15, 2008; and directs that the RRPDC aggressively pursue the recommendations of the working group to ensure that the Richmond region does not fall behind in meeting critical needs of its transportation infrastructure to accommodate a positive business environment and high quality of life for the Richmond region.

B. End Products

A well functioning MPO process which involves the MPO as the policy body for transportation planning in the Richmond Area and provides for a multi-modal, continuing, comprehensive, and cooperative transportation planning and programming process.

C. Work Elements

Work activities include the following:

1. Provide for general maintenance and administration of the MPO “3-C” process, MPO, and MPO committees and work groups, including direct costs to support the process.
2. Provide for the preparation and documentation of MPO meetings and other committee meetings as appropriate.
3. Perform review activities under various local, state, and federal programs including Commonwealth Intergovernmental Review Process, State Route projects and Environmental Impact Statements and Assessments.
4. Coordinate review and presentation activities with RRPDC and other regional, local and state agencies involved with transportation planning and programming.
5. Prepare various reports including VDOT and VDRPT Quarterly Progress Reports, and MPO financial and work progress reports.
6. Provide for contract administration of PL, Section 5303, state program funds, and third party agreements.
7. Participate in work tasks including preparation and/or review and comment on Request for Proposals, consultant review selection, and documentation.
8. Maintain up-to-date information and literature on transportation planning and programming in the Richmond area.
9. Review and comment as appropriate on legislative and regulatory activities affecting transportation planning and programming, and perform activities necessary to ensure MPO compliance with applicable state and federal rules and regulations.
10. Attend seminars, meetings, workshops, and conferences related to MPO activities. Attend and participate on various VDOT, VDRPT, VTRC, and other advisory committees, task forces, regional and transportation planning associations (e.g., VAPDC, VASITE, ITSVA), etc.
11. Provide for use of legal counsel and audit services, under the direction of the RRPDC Executive Director, for administering federal and state contracts, meeting reporting requirements, and other activities and services necessary and appropriate for staffing the MPO.

FY 09 UWP Task 1.1

12. Provide staff assistance for and participation in special studies, projects and programs in response to requests by area local government, the RRPDC, MPO member organizations, and others as determined by the RRPDC Executive Director.
13. Collect and update files and reports as necessary, with traffic count information from VDOT, RMA, and local government sources.
14. Staff support for purchase, maintenance, upgrading, and repair of computers. Also, share in attributable costs for support of computer network and support activities.
15. Develop various maps in GIS format for MPO special studies/major projects and presentations.
16. Respond to information requests from area local governments, VDOT, VDRPT, GRTC, and other government agencies.
17. Maintain current highway facilities inventory and monitor regional travel patterns [VDOT].
18. Provide traffic data forecasts for design of highway facilities [VDOT].
19. Provide technical assistance to RRPDC, local jurisdictions, and other agencies concerning transportation [VDOT].
20. Review site plans as requested [VDOT].
21. Perform and/or assist in special projects, studies, evaluations, and other activities upon direction of MPO and MPO Committees.
22. Review final federal regulations and guidance related to MPO planning and programming requirements and update/revise the MPO's work program, procedures and activities as appropriate addressing SAFETEA-LU and other federal requirements.

D. Agency Participation

RRPDC, VDOT, VDRPT, local governments, GRTC, CRAC, RMA, FHWA, FTA, FRA, EPA, VDEQ, VDA, RideFinders, Port of Richmond.

E. Budget, Staff and Funding

	<u>PL^②</u>	<u>5303</u>	<u>SPR^①</u>	<u>C.O. 5303^③</u>	<u>TOTAL</u>
RRPDC	500,012	31,703	----	4,100	535,815
VDOT	----	----	<u>201,000</u>	----	<u>201,000</u>
TOTAL	\$500,012	\$31,703	\$201,000	\$4,100	\$736,815

① Provides for VDOT Richmond District support on all MPO work tasks.

② 4/9/09 MPO action to subtract \$54,000 in PL funds (shifted to other RRPDC staff work tasks and portion transferred to FY 10 UWP).

③ 4/9/09 MPO action to add \$4,100 in FY 08 FTA Section 5303 carryover funds.

F. Schedule

Ongoing activity.

1.2 MPO Citizen Participation

A. Background

This task provides staff support to ensure an active and involved citizen participation program, which meets federal and state requirements for public involvement in the transportation planning process. It should be noted that SAFETEA-LU requires a high level of citizen involvement in the MPO process, including public meetings to review the TIP and transportation plan documents.

The MPO's current citizen participation process includes the use of two active and involved committees (i.e. CTAC and EDAC); annual public meetings for the TIP and LRTP; posting of MPO/MPO committee meetings and agendas and plan/document summaries on the RRPDC/MPO web site; submitting draft TIP's and other documents as directed by the MPO for public review and making these documents accessible to the public at various locations (e.g., local libraries); providing opportunity for open public comment at all regularly scheduled MPO, TAC, CTAC and EDAC meetings; and other activities documented in the *MPO Public Participation Plan*.

It should be noted that SAFETEA-LU has expanded public participation requirements for the TIP and LRTP (i.e., additional consultations, development of public participation plan, employing visualization techniques, etc.). In response to these new requirements, the MPO took action at its April 12, 2007 MPO meeting to adopt the *MPO Public Participation Plan*. This plan builds on the MPO's previously adopted "Guidelines for Public Participation." The plan includes activities for consultation with interested parties and federal, state, and local agencies as part of the LRTP and TIP development process. It also provides for outreach activities that include activities to inform and seek comments from minority and low-income groups and limited English-speaking population groups. It also provides for information, (meeting agendas and notices, reports, studies, etc.) to be made available in an electronically accessible format. Staff currently posts MPO plans, programs, reports, and other materials on the RRPDC web site and submits agendas, correspondence and other information by e-mail.

B. End Products

A functional and viable citizen participation program, which provides for a well informed public and for public input to the "3-C" transportation planning and programming process.

C. Work Elements

Work activities include the following:

1. Citizens Transportation Advisory Committee (CTAC) – Provide administrative and technical support of the MPO CTAC.

FY 09 UWP Task 1.2

2. Web Site – Post meeting agendas and minutes, notices, reports, newsletters, plan documents, and other information on the Richmond Regional PDC web site.
3. Information Requests – Respond to requests for information on plans, studies, reports, and data.
4. Newsletter – Prepare articles and information for RRPDC newsletter.
5. Public Reviews – Conduct annual MPO review meetings providing initial citizen input for MPO plans and programs. Also, conduct other public review meetings as necessary for the LRTP/CMS and TIP. Review meetings include outreach activities for low-income and minority communities and limited English-speaking groups. Prepare notice for public reviews advertised in newspapers, posted on web site, and submitted to interested parties and others. Draft documents or summaries distributed to area libraries and posted on web site.
6. Visualization Techniques – Provide for use of appropriate visualization techniques when presenting and describing MPO plans and programs.
7. Consultation with Interested Parties/Agencies – Conduct consultation activities with various interested parties and government agencies as part of the TIP and LRTP development process.
8. Evaluations – Conduct evaluation activities to determine the effectiveness of public review/input activities.
9. MPO Orientation Meeting – Conduct periodic orientation meeting for new MPO and MPO committee members.
10. MPO Background Information – Develop, publish, and distribute/post on web site, background information materials on the MPO.
11. Notices – Provide/distribute notice for all MPO and MPO committee meetings to area news media and interested parties. When appropriate, prepare and distribute press releases.

D. Agency Participation

RRPDC, VDOT, VDRPT, local governments, GRTC, CRAC, FHWA, FTA, VDEQ, RMA, RideFinders, CTAC at-large organizations.

FY 09 UWP Task 1.2

E. Budget, Staff and Funding

	<u>PL^{① ③}</u>	<u>5303</u>	<u>CO 5303^②</u>	<u>TOTAL</u>
RRPDC	53,000	25,000	19,000	\$97,000

① 4/9/09 MPO action to subtract \$50,000 in PL funds (shifted to other RRPDC staff work tasks and portion transferred to FY 10 UWP).

② 4/9/09 MPO action to add \$19,000 in FY 08 FTA Section 5303 carryover funds.

③ 6/18/09 TAC action on behalf of MPO to shift \$3,000 in PL funds for RRPDC staff from task 3.2 to task 1.2.

F. Schedule

Ongoing activity.

1.3 Unified Work Program (UWP)

A. Background

This task provides for the maintenance of the adopted UWP and for the annual preparation of the MPO's work program for the upcoming fiscal year (i.e., FY 2010, from July 1, 2009 to June 30, 2010). The UWP also identifies the region's planning priorities, documents cooperation between the Richmond Area and Tri-Cities Area MPOs on various work activities and notes various transportation study activities as informational items.

B. End Products

1. Maintain/amend the FY 09 UWP.
2. FY 10 UWP document.
3. Prepare/update staff work assignments and schedules.

C. Work Elements

Work activities include the following:

1. Review VDOT, VDRPT, FHWA, FTA, EPA, and other state and federal agency information and requirements, plus other materials relating to UWP preparation.
2. Solicit input for proposed work tasks through the MPO's annual public information and outreach meetings and based on comments and suggestions offered as part of regular CTAC and EDAC meetings.
3. Prepare a preliminary staff budget and list of proposed work tasks for the Commission's annual work programs.
4. Provide for consideration of local government, GRTC, VDOT, and VDRPT input on proposed transportation planning studies of interest to the MPO (funded with federal transportation funds other than FHWA/PL and FTA Section 5303). Includes studies programmed in the Transportation Improvement Program (TIP).
5. Identify and document planning priorities.
6. Prepare work tasks and budgets.
7. Identify funding sources and amounts.
8. Prepare final work program document.

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9. Secure needed approvals from MPO, VDOT, VDRPT, FHWA, FTA, and other agencies/organizations as appropriate.
10. Secure commitments for local match funds as appropriate.
11. Conduct State and Regional Intergovernmental Review process and submit grant applications (for both state and federal grant programs).
12. Distribute final UWP document and post on RRPDC web site.
13. Amend adopted UWP as per MPO action.
14. Prepare and update staff work assignments, direct costs, and schedule.

D. Agency Participation

RRPDC, VDOT, VDRPT, local governments, CRAC, GRTC, RMA, RideFinders, FHWA, FTA.

E. Budget, Staff and Funding

	<u>PL^①</u>	<u>5303</u>	<u>TOTAL</u>
RRPDC	\$50,000	14,000	\$64,000

^① 4/9/09 MPO action to add \$10,000 in PL funds (shifted from other RRPDC staff work tasks).

F. Schedule

On-going activity for adopted UWP/RRPDC Work Programs

October 2008 to May 2009 for FY 10 RRPDC Work Program.

January 2009 to April 2009 for FY 10 UWP.

2.0 LONG RANGE PLANNING AND SURVEILLANCE

2.1 Socioeconomic Data Development

A. Background

As part of the MPO's regional transportation planning process, socioeconomic data is developed by area local governments and RRPDC staff for use in various VDOT, MPO, and local plan and study activities including plan model data input, EIS, corridor studies, air quality conformity analysis, transit studies, responding to information requests for market and other demographic studies, etc. In FY 06, RRPDC staff completed work on the draft *2000 and 2031 Socioeconomic Data Report*, base year (2000) and forecast year (2031) data for the *2031 Long-Range Transportation Plan* (LRTP) update and other MPO plans and studies. The final draft report was presented for review and action at the June 26, 2007 MPO meeting (following MPO action to amend the 2026 LRTP to include a supplement to meet federal SAFETEA-LU planning requirements). At the MPO meeting, concerns were expressed over how realistic the population forecasts were noting that they appeared to be too low. The MPO deferred action on the report to the August 9 MPO meeting. At the August meeting, the MPO took action directing staff to proceed with the development of revised year 2031 population and population based forecasts using recently available Virginia Employment Commission (VEC) forecasts and other adjustments (i.e., extending VEC forecasts to December 2031 and increasing the population forecast by ten percent as permitted by VDOT policy). As a result of the MPO's action, RRPDC staff developed, in coordination with area local governments, revised 2031 population and population based forecasts (i.e., group quarters population, single and multi-family population, total housing units, single and multi-family population, total housing units, single and multi-family housing units, total students, students grades K-12 by school location, and total households). Note that local government staffs have lead responsibility in distributing the revised 2031 population forecasts to their jurisdiction's TAZ, and RRPDC staff used various factors to develop and distribute (as a proportion of the TAZ population forecast) population based forecasts for each jurisdiction at the TAZ level. The revised final draft *Socioeconomic Data Report, 2000 and 2031* was reviewed and approved at the MPO's November 7, 2008 meeting.

The RRPDC works with area local governments to coordinate the development of socioeconomic data and forecasts. Data currently used for the LRTP and prepared by area local governments is as follows:

- Total population
- Group quarters population
- Single and multi-family population
- Total housing units
- Single and multi-family housing units

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- Total students
- Students grades K-12 (by location of school)
- College students (by location of school)

Data currently used for the LRTP and prepared by RRPDC staff is as follows:

- Total households
- Total employment
- Retail employment
- Automobiles

The methodology for development of base year and forecast year socioeconomic data is developed in consultation with a work group of area local planners and demographers, VDOT, and Crater PDC staff (i.e., Socioeconomic Data work group). The RRPDC staff is responsible for developing a final report which is submitted for TAC review and recommendation, and for MPO review and action.

Work activities related to maintaining and updating, as appropriate, census tract or block group level data for minority and low income population groups (for environmental justice assessments) and assessing information available from the Census Transportation Planning Package (CTPP) are also conducted under this UWP work task.

Starting in April 2008 and continuing to March 2009, the Federal Highway Administration (FHWA) will conduct the National Household Travel Survey (NHTS). The NHTS is the primary sources of national information on the travel of people in the U.S. The NHTS is a fundamental intermodal program that provides statistical measures of system use (e.g., highway, bus, car/vanpools, walk, bike, and long-distance trips) and travel behavior. NHTS is a critical data source helping the U.S. Department of Transportation (USDOT) assess the overall use, capacity, and performance of the nation's transportation system. USDOT has been conducting these studies for approximately 40 years. Key trends identified through the NHTS data series include:

- Congestion – Time behind the wheel increased by just over a minute per year during the last decade, and drivers in the largest metropolitan areas had the greatest increases in travel time. However, a significant and growing share of peak period travel is not related to work (including trips for taking children to school, going to the doctor, etc.). How growing congestion affects non-work travel, and how these trips effect congestion, will be part of the new data analysis.
- Safety – The NHTS shows that the percent of older people who continue to drive is growing, especially older women. The U.S. vehicle fleet is also aging – and older drivers are move likely to be driving older cars than

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younger age groups. The trend in older drivers is expected to continue, impacting policies related to both safety and mobility. In addition, the 2008 NHTS has an increased emphasis on pedestrian safety, including attitudes about walking and biking across the nation, with a special component on children's travel to school.

- Fuel Cost – The average household has seen a doubling in annual gasoline expenditures since 2001 according to the updated version of the NHTS (with fuel costs from May 8, 2006). How increases in gas prices affect daily travel choices, change the fleet mix, and impact the typical American family will be part of the 2008 NHTS analysis.

As part of the 2008/2009 NHTS, an enhanced survey sample will be conducted in Virginia with 15,000 surveys planned statewide. This add-on to the NHTS effort will be focused primarily on MPO study areas in Virginia and will also provide for additional samples for rural areas. VDOT expects that data from this enhanced survey effort should be processed and geo-coded in the spring and summer of 2009 with data available for analysis by the fall of 2009. This will allow for use of household travel surveys, which is a critical part of the regional travel demand model. NHTS should provide detailed data for the following:

- Households – Includes number of persons, drivers, workers, vehicles, income, Hispanic status of reference person, tract and block group characteristics.
- Persons – Age, sex, driver status, travel disability, annual miles driven, use of public transit, walk and bike trips.
- Workers – Full or part-time, more than one job, occupation (four categories), workplace location, mode of travel to work, drive alone or carpool, work from home, commercial driver status.
- Each Vehicle – Make, model, age (year), how long owned.
- Daily Travel Data – Origin and destination, time of trip (start/end), distance, means of transportation (including use of transit), number of other trips.
- Longer Distance Travel – Number, dates, recurring or not, purpose, destination, means of transportation.

B. End Products

1. Initial review efforts to establish base year and forecast year socioeconomic data needs for use in the next LRTP (tentatively set as the 2035 LRTP).

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2. Updates for minority and low-income population groups for environmental justice assessments as appropriate.
3. Use of CTPP in support of various plans, studies, and reports.
4. Staff involvement in review activities for the year 2010 census.
5. Report on use of VEC population and employment forecasts and allowances for exceeding VEC control totals.

C. Work Elements

1. Base and Forecast Years – RRPDC staff to work with VDOT and Crater PDC staff to establish new base year (NHTS to be conducted in 2008/2009) and forecast year for next LRP update (tentatively set for 2035).
2. Data Review – RRPDC staff to work in coordination with VDOT, Crater, and GRTC staffs to initiate review of data needs for travel demand model including data needs for conducting transit travel demand estimates. Staff will also review current data services (e.g., Virginia Employment Commission, private vendors such as Woods & Poole, etc.) to assess availability, accuracy, ability to apply at Transportation Analysis Zone (TAZ) or another more appropriate zonal level (e.g., census block or block group, tax parcels, etc.).
3. Forecast Control Totals – RRPDC staff to work with VDOT to review policy requirements for use of Virginia Employment Commission (VEC) in establishing control totals for jurisdiction level population and employment forecasts, and allowances for exceeding VEC control totals. RRPDC staff will prepare and submit a report to area local governments explaining VEC control total requirements and documentation and analysis requirements for exceeding VEC control totals.
4. Data Study Area – Work with VDOT to establish area subject to TAZ and data requirements (i.e., MPO study area TAZs and external area TAZs).
5. TAZ Geography Analysis – Work with VDOT and area local governments to review current geography of TAZ boundaries including establishing smaller TAZs and aggregated TAZs for certain travel demand model analysis requirements and other study activities.
6. Maintain CTPP data and staff expertise and capabilities in applying CTPP to plan and study activities.
7. Staff support for work by RRPDC and local government staffs in reporting and distributing 2000 census data in support of MPO plan and program activities.

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8. Maintain and update as needed, census level tract data from year 2000 census for minority and low-income population groups (environmental justice data required for analysis of transportation investments in MPO study area).
9. Staff involvement in review activities for the year 2010 census.

VDOT and other local government work elements are as follows:

1. Participation by appropriate local staff on the Socioeconomic Data work group [local government work element].
2. Compile data for use in various special studies (e.g., Environmental Impact Statements and Assessments, etc.) [VDOT work element].

D. Agency Participation

RRPDC, VDOT, Local Governments, Crater PDC.

E. Budget, Staff and Funding

	<u>PL</u> ^①	<u>CO</u> <u>5303</u> ^②	<u>TOTAL</u>
RRPDC	45,000	15,000	\$60,000

① 4/9/09 MPO action to subtract \$26,000 in PL funds (shifted to other RRPDC staff work tasks and portion transferred to FY 10 UWP).

② 4/9/09 MPO action to add \$15,000 in FY 08 FTA Section 5303 carryover funds.

F. Schedule

1. September to October 2008 – Establish base and forecast years.
2. September 2008 to January 2009 – Review of travel demand model data needs (see UWP task 2.2 on travel demand model staffing and Regional Multimodal Transportation Plan development).
3. October to December 2008 – Establish data study area.
4. November 2008 to January 2009 conduct TAZ geography analysis.
5. November 2008 to March 2009 – Report on Policies and Procedures for Use of Exceedence of VEC Control Totals.

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6. Ongoing – NHTS monitoring and reporting as appropriate.
7. Ongoing staff activities in support of other task work elements.

2.2 Long-Range Transportation Plan Update

A. Background

The LRTP serves as the framework and initial step in developing the region's network of transportation facilities and services. The LRTP uses a balanced, multimodal approach (i.e. automobile, buses, car and vanpools, light and commuter rail, bicycles, congestion and transportation demand management, truck and rail cargo, etc.) to address the region's long term (20 years) projected travel needs, and provides for the consideration of impacts on the natural and human environment. Projects proposed in the LRTP must be within projected levels of available financial resources and must also meet federal air quality, environmental justice, and planning requirements. Highway and public transportation projects and programs must be consistent with the MPO's final adopted LRTP to be eligible for federal-aid funds.

On August 10, 2005, President Bush signed into law the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU). SAFETEA-LU builds on the two landmark bills that brought surface transportation into the 21st century by shaping the highway program to meet the Nation's changing transportation needs—the Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA) and the Transportation Equity Act for the 21st Century (TEA-21). The planning provisions of SAFETEA-LU retain and revise metropolitan and statewide transportation planning statutory requirements. Most of the provisions mirror previous law, but key statutory changes are included. Draft regulations implementing SAFETEA-LU were issued on June 9, 2006 and final regulations were published in the Federal Register on February 14, 2007 (regulations take effect on March 16, 2007). The LRTP is required to have at least a 20-year planning horizon (as of the effective date of the plan, which is based on the date of federal approval of the air quality conformity analysis). The LRTP shall include both long-range and short-range strategies/actions that lead to the development of an integrated multimodal transportation system to facilitate the safe and efficient movement of people and goods in addressing current and future transportation demand. The MPO, along with VDOT and GRTC, shall validate data utilized in preparing other existing modal plans for providing input to the LRTP. The LRTP shall be based on the latest available estimates and assumptions for population, land use, travel, employment, congestion, and economic activity. MPO planning regulations specify certain minimum requirements for LRTP content which are summarized as follows (see section 450.322 (f) and (h) of the MPO planning regulations):

- a. Projected transportation demand of persons and goods.
- b. Existing and proposed transportation facilities that should function as an integrated metropolitan transportation system.
- c. Including locally preferred alternatives selected from an Alternatives Analysis under the FTA Capital Investment Grant program as part of the MPO's adopted LRTP (note this includes consideration of financial capacity, air quality conformity, and environmental justice requirements).

- d. Operational and management strategies.
- e. Consideration of the results of the congestion management process.
- f. Assessment of capital investment and other strategies to preserve the existing and projected future metropolitan transportation infrastructure and provide for multimodal capacity increases based on regional priorities and needs.
- g. Design concept and design scope descriptions of all existing and proposed transportation facilities in sufficient detail, regardless of funding source.
- h. Discussion of types of potential environmental mitigation activities and potential areas to carry out these activities. Such discussion shall be developed in consultation with federal and state land management, wildlife and regulatory agencies.
- i. Pedestrian walkway and bicycle transportation facilities (in accordance with 23 U.S.C. 217 (g)).
- j. Transportation and transit enhancement activities.
- k. A financial plan that demonstrates how the adopted transportation plan can be implemented.
- l. A safety element that summarizes the priorities, goals, or projects for the MPO study area contained in: 1) State's Strategic Highway Safety Plan, and 2) emergency relief and disaster preparedness plans, strategies, and policies that support homeland security and safeguard the personal security of all motorized and non-motorized users.

MPO planning regulations specify certain requirements for the LRTP development process, which includes the following (see Section 450.322 (g), (i), (j), and (l)):

- a. The MPO shall consult with state and local agencies responsible for land use management, natural resources, environmental protection, conservation, and historic preservation concerning LRTP development.
- b. The MPO shall provide citizens and other interested parties with reasonable opportunity to comment on the LRTP (see MPO Public Participation Plan).
- c. FHWA and FTA must make a conformity determination on the LRTP.

Under Federal Executive Order 12898, issued in 1994, MPOs must assess the impact of proposed projects on the region's low-income and minority communities. Such an environmental justice assessment is conducted as part of the LRTP development process with the analysis and results included in the LRTP.

In FY 2007, the MPO took action at its June 26, 2007 meeting to adopt amendments to its 2026 LRTP in order to make it SAFETEA-LU compliant. Also in FY 2007, work on the 2031 LRTP was initiated with the primary effort being the development and adoption of socioeconomic data and forecasts. The *Socioeconomic Data Report, Years 2000 and 2031* was presented for review and action at the June 26, 2007 MPO meeting. However, due to concerns over use of population forecasts that did not use the latest available VEC forecasts, the MPO directed the development of revised population forecasts.

Staff was able to develop and submit the revised Socioeconomic Data Report for review and action at the November 8, 2007 MPO meeting. However, this delay, along with VDOT's delayed submission of projected revenue for use in the 2031 LRTP, delayed staff's work to move along the list of proposed projects for air quality conformity analysis. The MPO took action at its March 13, 2008 meeting to approve the list of projects for air quality conformity analysis. The conformity analysis findings (including public review comments) are scheduled for review and action at the July 10, 2008 MPO meeting. The final draft LRTP document is scheduled for review and action at the July 10, 2008 MPO meeting. Note that the current 2026 LRTP will lapse in April 2008 due to the plan horizon year not meeting federal requirements.

The development of a long-term multimodal transportation vision plan for the region was proposed by VDOT in FY 2008. Such a plan could assess possible scenarios for future growth and development and look at various solutions for meeting future mobility and accessibility needs. As part of its FY 08 to FY 11 allocation of RSTP funds, the MPO scheduled allocation of \$300,000 in FY 09 to begin this effort. To move this plan forward, staff submitted a proposal for review by the MPO's Technical Advisory Committee (TAC) to have ongoing allocations of RSTP funds, with \$300,000 allocated in FY 2010 and FY 2011, and \$400,000 allocated in FY 2012. With such an ongoing funding commitment, staff should be able to hire and keep qualified staff and secure other technical assistance to conduct such plan. At the March 20, 2008 TAC meeting, TAC took action to not recommend additional allocations of RSTP funds at this time (beyond the \$300,000 in FY 09 funds previously scheduled and approved by the MPO at its April 2007 meeting) with staff's proposed allocations for FYs 2010 to 2012 moved to unallocated balance. Staff was also requested to prepare and submit to TAC a report providing a proposed scope of work, range of activities, and options for staffing and funding this plan. VDOT Central Office staff is currently responsible for maintaining and updating the region's travel demand model, which covers both the Richmond and Tri-Cities MPO study areas.

In FY 08, staff's efforts will be focused on completing the 2031 LRTP, and preparing follow-up documentation reports (in coordination with VDOT) and preparing a summary plan document/report for public distribution.

B. End Product

1. Completion of the 2031 LRTP update.
2. Amendments to the 2031 LRTP as necessary.

3. Report to TAC and MPO on staffing for the region’s Multimodal Transportation Plan and regional travel demand model.
4. 2031 LRTP Update Summary/public distribution document.

C. Work Elements

1. Completion of work on the 2031 LRTP update.
2. Prepare and make available for public information (i.e., post on RRPDC web site) technical documentation for the 2031 LRTP update [RRPDC and VDOT].
3. Post final 2031 LRTP on RRPDC web site.
4. Prepare 2031 LRTP Update Summary Report/document and distribute at public information meetings and to interested groups and organizations.
5. Conduct LRTP amendments as necessary (may require conducting air quality conformity analysis, financial capacity analysis, environmental justice analysis, and public review process).
6. Prepare report on RRPDC/consultant staffing for the Regional Multimodal Transportation Plan and regional travel demand model and submit report for TAC review and recommendation and for MPO review and action [RRPDC with assistance from VDOT].
7. Functional Classification – Review requests for function classification and reclassification and submit for MPO review and action.
8. Review highway construction plans for conformance with the adopted Transportation Plan [VDOT and RRPDC].
9. Maintain/update computer software, staff training, and direct costs [VDOT].

D. Agency Participation

RRPDC, VDOT, VDRPT, VDEQ, local governments, CRAC, GRTC, RMA, Port of Richmond, FHWA, FTA, and RideFinders.

E. Budget, Staff and Funding

	<u>PL^①</u>	<u>5303</u>	<u>CO 5303^②</u>	<u>TOTAL</u>
RRPDC	110,000	25,000	15,000	\$150,000

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- ① 4/9/09 MPO action to add \$30,000 in PL funds (shifted from other RRPDC staff work tasks).
- ② 4/9/09 MPO action to add \$15,000 in FY 08 FTA Section 5303 carryover funds.

F. Schedule

1. 2031 LRTP – Scheduled for completion by July 2008.
2. Other work activities – ongoing.

2.5 Transportation Data Base Development/GIS

A. Background

Conducting the MPO's regional transportation planning and programming process involves extensive work efforts to develop data and information on the region's transportation network. While some of this information is developed by RRPDC staff, a great deal is developed by VDOT, VDRPT, consultants, area local governments, and others. Much of this information is of interest to area local governments, transportation agencies, business and marketing firms, educational institutions, citizens groups, and others. Responding to information requests involving certain data items often results in staff work to develop the appropriate information, refer the requesting organization/individual to another agency, or advising them that the information is not available. This UWP task provides for work by RRPDC staff to develop data bases and informational reports on the region's transportation system, and to develop and distribute reports, maps, and other information.

This UWP task also provides for staff development and maintenance of Geographic Information System (GIS) staff services. The use of GIS has become an integral part of the transportation planning process, providing an ability to work with map information and to graphically display various features, data, and other characteristics in various formats. The GIS system also provides staff the ability to link map and data information to conduct transportation systems analysis.

B. End Products

1. Informational reports, maps, inventories, and other documents, reporting on transportation activities and development.
2. GIS support for MPO plans, programs, studies, and other work activities.

C. Work Elements

1. Development of transportation data for use in various reports, studies, plans and programs.
2. Develop, print and distribute informational reports on transportation plans, programs, activities, and data.
3. Work with VDOT to update information placed in the Richmond Area MPO GIS data base for use in preparing MPO plans, programs, and studies.

4. GIS support as follows:
 - a. Serve as agency GIS program manager which includes:
 - Maintaining agency GIS server
 - Guide other staff GIS work by determining work procedures, providing necessary training and promoting GIS program efficiency.
 - Oversee development of map products by conducting initial review meetings with assigned staff, providing assistance when necessary, reviewing final draft map products, and filing/storing final map products in GIS server files.
 - b. Provide technical assistance to staff and outside jurisdictions/agencies (when requested) for developing maps and data linked to GIS maps.
 - c. Staff support for development of maps and data linked to GIS map system. Includes staff work in support of the LRTP, CMS, TIP, MPO annual public review meetings, and other staff plan and study work tasks.
5. Maintenance and support for the RRPDC’s street name clearing house program.

D. Agency Participation

RRPDC, VDOT, VDRPT, FHWA, FTA, local governments, GRTC, CRAC, RMA, RideFinders.

E. Budget, Staff and Funding

	<u>PL^①</u>	<u>CO 5303^②</u>	<u>TOTAL</u>
RRPDC	85,000	15,000	\$100,000

① 4/9/09 MPO action to subtract \$35,000 in PL funds (shifted to other RRPDC staff work tasks and portion transferred to FY 10 UWP).

② 4/9/09 MPO action to add \$15,000 in FY 08 FTA Section 5303 carryover funds.

F. Schedule

Ongoing

2.8 Route 5 Urban/Suburban Multimodal Corridor Study

Note: MPO action on 4/9/09 to amend UWP to add task 2.8 as a new work task.

A. Background

Conduct study of the Route 5 corridor between downtown Richmond and Route 895 to determine various corridor transportation needs and improvements. The study will be conducted by a consultant using VDOT/SPR funds. The RRPDC staff will administer the study with technical review by a study work group (composed of RRPDC, VDOT, Henrico, Richmond and GRTC staffs). Specific study purposes are as follows:

1. Determine the safety and integrity of existing transportation infrastructure, including vehicle, bicycle, pedestrian and mass transit infrastructure.
2. Formulate and assess the feasibility of several multimodal transportation scenarios (including vehicles, bicyclists, pedestrians, and mass transit) to meet travel needs.
3. Develop a consensus for a preferred scenario for implementation.
4. Provide future recommended improvements.
5. Prioritize recommended new transportation services and improvements for project phasing purposes.
6. Provide detailed recommendations to incorporate multimodal transportation infrastructure (i.e., roads, mass transit, paratransit, bicycle, and pedestrian facilities) into proposed new developments.

The study will utilize innovative modeling techniques with an appropriate level of sensitivity to project and assess capacity, demand, and constraints within the study area over a long term planning horizon of approximately 20 years. A detailed and comprehensive strategy for addressing travel and mobility needs within the area is expected including analysis by various modes of travel (i.e., by automobiles and trucks, local and express bus, bus rapid transit, paratransit, pedestrian, and bicycles). The study is expected to include analysis of several scenarios to accommodate future developments. These scenarios are anticipated as follows:

1. Existing conditions with only existing and committed projects implemented.
2. Evaluation of the proposed programs and projects contained in the adopted regional 2031 Long-Range Transportation Plan (2031 LRTP) to include those projects and programs in the 2031 LRTP "Vision List."

3. Three discrete preliminary scenarios focusing on innovative planning and design solutions developed in collaboration with local jurisdictions.
4. A consensus preferred scenario resulting from local government and public input.

The study consultant will also conduct the public review and participation process, and will present the final draft study for CTAC and TAC review and recommendation, and for MPO review and action.

B. End Products

The end product shall be a study that provides findings on transportation needs, and recommends practical and innovative solutions for transportation facilities and services to meet those needs. Certain deliverables are required, especially including a sub-area transportation demand model that can be utilized by the study work group, jurisdictions, and agencies to conduct follow-up research and analysis in the study area. In addition, the study shall, at a minimum, address the following parameters:

1. At least three (3) preliminary scenarios shall be prepared showing alternative transportation solutions, meeting the criteria in items a. through d. below.
 - a. Findings and recommendations based on an overall planning horizon of approximately 20 years, and within that time frame, short- and long-term strategies and policy changes addressed.
 - b. Estimated costs for proposed transportation facilities and services within the given time frames and with reasonable considerations for inflation.
 - c. Graphical depiction (GIS based) of all recommended projects and services.
 - d. Supporting technical documentation of all work and delivery of work documents to study work group members.
2. A preferred scenario resulting from the technical analysis and citizen input process, and which is accepted by the study work group, and ultimately, by the MPO. In addition to meeting the criteria applicable to the preliminary scenarios, the preferred scenario shall also include the criteria specified in items e. through g. below.
 - e. Responsible public entity (e.g., state or local government, transportation service provider, etc.) for the recommended transportation facilities and services.
 - f. Innovative funding mechanisms for project development and service operation.

- g. Documentation of results of public participation activities and how the preferred scenario was selected.

C. Work Elements

(To be determined based on consultant services agreement.)

D. Agency Participation

RRPDC, VDOT, City of Richmond, Henrico County, GRTC, FHWA.

E. Budget, Staff and Funding

	<u>PL</u> ^②	<u>CO</u> <u>5303</u> ^③	<u>SPR</u>	<u>TOTAL</u>
RRPDC	40,000	12,000		52,000
RRPDC Consultant	<u>—</u>	<u>—</u>	<u>—</u> ^①	<u>—</u>
TOTAL	40,000	12,000		\$52,000

① \$400,000 in FHWA/SPR funds transferred to FY 10 UWP.

② 4/9/09 MPO action to add \$40,000 in PL funds (shifted from other RRPDC staff work tasks).

③ 4/9/09 MPO action to add \$12,000 in FY 08 FTA Section 5303 carryover funds.

F. Schedule

To be determined upon execution of RRPDC/consultant services agreement(s).

Study to carry over to FY 2010 UWP.

3.0 MANAGEMENT SYSTEMS/SHORT RANGE PLANNING

3.1 Congestion Management System (CMS) Update

A. Background

The Congestion Management System (CMS) serves as a systematic process for addressing congestion by providing information on transportation system performance and proposing use of alternative strategies and programs to help alleviate congestion. Update work on the CMS is conducted as an element of the LRTP update. In addition, the new MPO planning regulations require the MPO to address congestion management through a process that provides for safe and effective integrated management and operation of the multimodal transportation system, based on a cooperatively developed and implemented metropolitan-wide strategy of new existing transportation facilities eligible for funding under title 23 U.S.C. and title 49 U.S.C. Chapter 53, through the use of travel demand reduction and operational management strategies (see Section 450.320 (a) of the MPO planning regulations). MPO planning requirements for development of a “Congestion Management Process” (or CMP) is summarized as follows (see Section 450.320 (b)):

- a. Development of a CMP should result in multimodal system performance measures and strategies that can be reflected in the LRTP and the TIP.
- b. The level of system performance deemed acceptable by state and local transportation officials may vary by facility type, location, and/or time of day.
- c. Consideration should be given to strategies that manage demand, reduce single occupant vehicle (SOV) travel, and improve transportation system management and operations.
- d. Where the addition of general purpose lanes is determined to be an appropriate congestion management strategy, explicit consideration is to be given to the incorporation of appropriate features with the SOV project to facilitate future demand management strategies and operational improvements that will maintain the functional integrity and safety of those lanes.
- e. The CMP shall be developed, established, and implemented as part of the MPO planning process including coordination with transportation system management and operations activities.

The following summarizes other/additional CMP requirements as stated in the MPO planning regulations (see section 450.320 (c)):

- f. Methods to monitor and evaluate the performance of the multimodal transportation system, identify the causes of recurring and non-recurring congestion, identify and evaluate alternative strategies, provide information

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supporting the implementation of actions, and evaluate the effectiveness of implemented actions.

- g. Definition of congestion management objectives and appropriate performance measures to assess the extent of congestion and support the evaluation of the effectiveness of congestion reduction and mobility enhancement strategies. Such measures shall be developed in consultation with operators of major modes of transportation.
- h. Establishment of a coordinated program for data collection and system performance monitoring. To the extent possible, this data collection program should be coordinated with existing data sources (including archived operational/ITS data) and coordinated with area operations managers.
- i. Identification and evaluation of the anticipated performance and expected benefits of appropriate congestion management strategies.
- j. Identification of an implementation schedule, implementation responsibilities, and possible funding sources for each strategy/combination of strategies proposed for implementation.
- k. Implementation of a process for periodic assessment of the effectiveness of implemented strategies.

Work in conducting the CMP corridor reviews was placed on hold with the Richmond nonattainment area (which includes most of the MPO study area) being reclassified to maintenance status. Such a reclassification means that such corridor reviews are not necessary. However, due to upcoming changes in the region's air quality status (from maintenance to nonattainment status under new/revised EPA air quality standards), the MPO may need to revise these corridor reviews. Staff will review MPO planning regulations to determine CMS planning requirements (see Section 450.320 (d) and (e) of the MPO planning regulations).

Also, note that SAFETEA-LU has expanded the scope of the CMS to include additional considerations for management and operations (i.e., there must be a "process that provides for effective management and operation" to address congestion management). Further review of federal requirements will be needed to identify, program, and staff these new work activities. Staff will consult with VDOT, RMA, City of Richmond, Henrico County, and Town of Ashland traffic engineering staffs (i.e., those jurisdictions and agencies responsible for highway systems operations) to document current procedures and activities and determine what will be required to meet these new federal requirements.

Section 450.320 (f) of the MPO planning regulations states that state laws, rules, or regulations pertaining to congestion management systems may constitute the CMP if the FHWA and FTA find that the state law, rules, or regulations are consistent with

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and fulfill the intent of the MPO planning requirements. Staff is not aware of this being the case; however, staff will work with VDOT to incorporate VDOT CMP planning, operational, and management activities into the MPO's process.

VDOT has been charged by the General Assembly with developing performance measures as part of its statewide/multimodal transportation plan. Staff will work with VDOT to identify various performance measures appropriate to the Richmond area and will assist in developing data and analysis for these measures.

B. End Products

1. Report on the "State of the Transportation System" documenting the implementation of congestion reducing strategies and providing other information related to the overall operation of the region's transportation network.
2. GPS travel time runs, vehicle occupancy counts, and development of other data for the next CMS and LRTP update.

C. Work Elements

1. Utilize CMS analysis and traffic projections from the 2031 LRTP as a starting point for the CMS review group's on-going work to analyze congested corridors.
2. Conduct CMP development requirements as per the new MPO planning regulations (see description of requirements as described in Background section above).
3. Prepare and publish report on the "State of the Transportation System" documenting the implementation of congestion reducing strategies and providing other information related to the overall operation of the region's transportation network.
3. Conduct GPS travel time runs over the region's interstate/expressway road network (initiate when required for the next LRTP update).

D. Agency Participation

RRPDC, VDOT, Local Governments, GRTC, RideFinders, CRAC, RMA, FHWA, FTA, VDRPT.

E. Budget, Staff and Funding

	<u>PL</u> ^①	<u>5303</u>	<u>CO</u> <u>5303</u> ^②	<u>TOTAL</u>
RRPDC	20,000	20,000	6,000	\$46,000

① 4/9/09 MPO action to subtract \$70,000 in PL funds (shifted to other RRPDC staff work tasks and portion transferred to FY 10 UWP).

② 4/9/09 MPO action to add \$6,000 in FY 08 FTA Section 5303 carryover funds.

F. Schedule

On-going activity

1. CMS update – conducted in conjunction with 2031 LRTP update.
2. GPS travel time runs – conducted in conjunction with the next LRTP update (if needed).
3. CMS corridor review – conduct as needed (based on 2031 LRTP update coverage of CMS requirements).

3.2 Access Management Studies

A. **Background**

Access management provides a way to manage access to land development while simultaneously preserving the flow of traffic on the surrounding road system in terms of safety, capacity and speed. Access management provides for managing and planning the spacing and design of driveways, median openings, traffic signals, and interchanges. The goals of access management are as follows:

1. Improve safety while decreasing accident rates.
2. Reduce congestion by using the existing roadway network more efficiently.
3. Maintain desirable speeds along arterials.
4. Reduce interference with through traffic due to turns into or out of a site.
5. Optimize highway function and land use.
6. Provide sufficient spacing between at-grade intersections.
7. Provide adequate on-site storage areas.

Staff has conducted comprehensive access management studies for Powhatan County (in FY 2000) and Goochland County (in FY 2002). For New Kent County, staff conducted a study of economic/business impacts of access controls (in FY 2004).

A minor amount of staff time has been programmed in the FY 09 UWP for addressing questions on previously conducted studies and for review and assistance in related matters.

B. **End Product**

Limited technical assistance to area local governments in addressing access management related matters.

C. **Work Tasks**

1. Staff will be available to address questions and provide limited technical assistance for previously conducted access management studies.
2. Review other access management related matters and address as appropriate (time and budget permitting).

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3. Monitor and report on changes to state requirements related to access management and provide reports to TAC and/or MPO as appropriate.

D. Agency Participants

RRPDC, VDOT, FHWA, local governments.

E. Budget, Staffing, Funding

PL^{① ②}

RRPDC \$5,000

① 4/9/09 MPO action to subtract \$17,000 in PL funds (shifted to other RRPDC staff work tasks and portion transferred to FY 10 UWP).

② 6/18/09 TAC action on behalf of MPO to shift \$3,000 in PL funds for RRPDC staff from task 3.2 to task 1.2.

F. Schedule

Ongoing activity.

3.3 Intelligent Transportation Systems (ITS) Update

A. Background

The MPO took action at its July 21, 2004 meeting to accept the *Richmond Regional ITS Architecture Report* and the *Richmond Regional ITS Architecture Deployment Plan Report*. Note that the Tri-Cities Area MPO also took action to accept reports since both cover the Richmond and Tri-Cities areas. The ITS Architecture Report identifies the region’s framework for institutional agreements and technical integration of ITS. It defines the pieces of the region’s systems (e.g., traffic signal operations, freeway management, emergency management, public transit operations, etc.) and the information exchanged between them. The *ITS Architecture Deployment Plan* outlines the vision for ITS deployment and identifies and prioritizes projects and “market packages” that are needed to implement the ITS architecture on a high, medium, and low priority basis. It helps to prioritize funding decisions by having a comprehensive shared approach to regional ITS programs so that the infrastructure can be incrementally built out over a 20-year time horizon and allow integration among key foundations of the system as it grows and expands.

As part of the MPO’s July 21, 2004 action on ITS, the MPO’s Technical Advisory Committee (TAC) was designated with conducting annual reviews of these documents with VDOT providing technical assistance of these services and with TAC and RRPDC staff reporting on the implementation status of ITS projects and providing recommendations for updates and/or changes to the region’s ITS architecture report and deployment plan. It was recommended that such reviews be conducted at the January TAC meeting (based on work by VDOT staff to prepare proposed projects for consideration in the upcoming VDOT Six-Year Improvement Plan). The MPO took further action to direct that it be provided with an annual report on ITS applications and implementation including the status of ITS projects, funding, and new technologies.

Due to staffing issues (creating and filling a new position for Assistant Transportation Director is on hold until a new Executive Director is hired) and delays in completing the 2031 LRTP update, staff will not be able to initiate this work task in FY 08 and it is carrying over to the FY 09 work program (either as a staff or a consultant work activity).

B. End Product

Annual review and report on the *Richmond Regional ITS Architecture Report* and *Richmond Regional ITS Architecture Deployment Plan Report*.

C. Work Elements

Work activities conducted by RRPDC staff with assistance from VDOT and in coordination with Tri-Cities Area MPO include the following:

1. Conduct annual review of the *Richmond Regional ITS Architecture Report* and the *Richmond Regional ITS Architecture Deployment Plan* in coordination with Tri-Cities Area MPO, with VDOT providing technical assistance of the reviews and with TAC and RRPDC staff reporting on the implementation status of ITS projects and recommendations for updates and/or changes to the region’s ITS architecture report and deployment plan.
2. As part of its annual report to the MPO, provide a report on ITS applications and implementation including the status of ITS projects, funding, and new technologies.

D. Agency Participation

RRPDC, VDOT, VDRPT, local governments, GRTC, RMA, CRAC, FHWA, FTA.

E. Budget, Staff and Funding

	<u>PL^①</u>	<u>5303</u>	<u>CO</u> <u>5303^②</u>	<u>TOTAL</u>
RRPDC	10,000	5,000	5,000	\$20,000

① 4/9/09 MPO action to subtract \$20,000 in PL funds (shifted to other RPRDC staff work tasks and portion transferred to FY 10 UWP).

② 4/9/09 MPO action to add \$5,000 in FY 08 FTA Section 5303 carryover funds.

F. Schedule

1. Annual review and report on Architecture Report and Deployment Plan – September 2008 to April 2009.
2. Other ITS development/support activities – ongoing.

4.0 TRANSPORTATION PROJECT PROGRAMMING

4.1 Transportation Improvement Program (TIP)

A. Background

The TIP programs highway and transit projects for which funds have been or are scheduled to be obligated over a four-year period. Once approved as part of the TIP, federally funded projects can proceed to the next stage of implementation. Major highway projects that are funded by state, local, or other funding sources are included in the TIP for air quality conformity analysis or information purposes.

There are a number of federal-aid highway programs (i.e., administered by FHWA) which, in order to be eligible for use by the implementing agency, must be programmed in the TIP. This includes the following:

1. Equity Bonus
2. Interstate Maintenance (IM)
3. National Highway System (NHS)
4. Bridge
5. Surface Transportation Program (STP)
6. Regional Surface Transportation Program (STP subprogram for urbanized areas with greater than 200,000 population)
7. Highway Safety Improvement Program (HSIP)
8. Congestion Mitigation and Air Quality Improvement (CMAQ)
9. Recreational Trails
10. Safe Routes to Schools
11. Rail-Highway Grade Crossing
12. Highway Priority Projects (Congressional Earmarks)
13. Transportation Enhancements
14. Transportation, Community, and System Presentation Program (TCSP)
15. Scenic Byways
16. Federal Lands Highway Program (FLHP)

There are also funds available under federal-aid transit programs (i.e., administered by FTA) which, in order to be eligible for use by the implementing agency, must be programmed in the TIP. This includes the following:

1. Sections 5307 and 5340 – Urbanized Areas
2. Section 5308 – Clean Fuels Grant Program
3. Section 5309 – Capital Investment Grants “New Starts”
4. Section 5309 and 5318 – Bus and Bus Facility Grants
5. Section 5310 – Elderly and Persons with Disabilities
6. Section 5316 – Job Access and Reverse Commute (JARC)

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7. Section 5317 – New Freedom Program
8. Section 5320 – Transit in the Parks

Project descriptions include implementing agency, location/service area, cost estimates, funding sources, amount of funds actually or scheduled for allocation, type of improvement, and other appropriate information. The TIP also includes a financial plan summary, GRTC's Financial Capacity documentation and certification, project implementation status, public participation and the MPO/State Statement of Certification.

Note that SAFETEA-LU provides several significant changes to the TIP development process and document content which includes the following:

- The TIP must be updated at least every four years and contain at least four years of projects and strategies. Staff recommends that the TIP be updated annually based on state's current process to annually adopt the SYIP.
- The TIP must be developed through the MPO's adopted *Public Participation Plan* (adopted by MPO on April 12, 2007 and SAFETEA-LU compliant).
- Visualization techniques shall be employed to describe the TIP.
- The TIP shall be made available in electronically accessible formats (such as the RRPDC web site).
- SAFETEA-LU specifies that the development of the annual listing of obligated projects "shall be a cooperative effort of the state, transit operator, and MPO" and also shall include two new project types: "investments in pedestrian walkways and bicycle transportation facilities" for which federal funds have been obligated in the preceding year.
- The TIP will contain: priority list of projects and strategies for four years; financial plan; and description of work (type of work, termini, length, etc.) of each project in the TIP.

An integral component of the TIP development process is VDOT's Six Year Improvement Program (SYIP) review and development process. VDOT has developed and implemented a new prioritization process for proposed projects, which features the following:

- Objective scoring method for proposed projects – Measures include vehicle volume; percentage of heavy trucks; flow rate; utilization of existing state-

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owned right-of-way; bridge conditions; and various other non-quantifiable factors.

- Information driven process – Allows for consideration of “soft factors: such as regional support; ability to leverage other funding sources; project phasing; and route continuity.
- VDOT review teams – One team for interstate projects (statewide) and one team per VDOT construction district for primary system projects. Review teams include the district administrator; construction, preliminary engineering, and maintenance managers; district planner; Transportation Mobility Planning Division (TMPD) district coordinator; and staff person from TMPD’s statewide planning office.

This process was used prior to the fall 2005 preallocation public hearings and may be modified for future SYIPs.

Significant changes have also been made as part of the MPO’s process in reviewing and selecting RSTP and CMAQ funded projects (note that the MPO has lead authority for the review and selection of RSTP and CMAQ funded projects). Based on the August 19, 2004 FTA/FHWA certification review corrective action number five and programmatic recommendation number one, a new review and selection process for RSTP and CMAQ funded projects was adopted by the MPO on December 9, 2004. This new process provided interim procedures for programming FY 06 and FY 07 RSTP and CMAQ funds (funds to be used for existing projects with limited ability to program any new projects). The competitive review and selection process was fully implemented starting with the programming of FY 09 RSTP and CMAQ funded projects.

Essential elements of the TIP previously required under ISTEA and TEA-21 are as follows:

1. Approval and Updates – The TIP must be approved by the MPO and the Governor, and must be updated at least every four years. The Richmond Area MPO’s TIP is currently scheduled to be updated on an annual basis based on VDOT’s annual preparation of the state’s Six-Year Improvement Program.
2. Scope of TIP – The TIP must include all projects within the MPO’s Study Area (including pedestrian walkways and bicycle transportation facilities) to be funded under Title 23 and the FTA.
3. Financial Plan – The TIP must include a financial plan component or element. The financial plan must demonstrate how the TIP can be implemented, and indicate resources from public and private sources that are reasonably expected to be made available to carry out the plan.

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4. Project Priorities – The TIP must include a priority list of projects to be carried out over a four-year period, and a financial plan that demonstrates how it can be implemented. Projects within a funding category for a particular year can serve as an indicator of priority, such that first year projects are the highest priority, second year projects are the next highest priority, etc. Procedures or agreements that distribute sub-allocated STP or funds under 49 U.S.C. 5307 to individual jurisdictions or modes within the metropolitan planning area by predetermined percentages or formulas are inconsistent with legislative provisions that require the MPO, in cooperation with the state and public transportation operator, to develop a prioritized and financially constrained TIP, and shall not be used unless they can be clearly shown to be based on considerations required to be addressed as part of the MPO's planning process.

4. Included Projects – The TIP shall include capital and non-capital surface transportation projects (or phases of projects) within the boundaries of the metropolitan planning area proposed for funding under 23 U.S.C. and 49 U.S.C. Chapter 53 (including transportation enhancements, Federal Lands Highway program projects, safety projects included in the state's Strategic Highway Safety Plan, trails projects, pedestrian walkways, and bicycle facilities), except the following do not necessarily have to be included:
 - a. Safety projects funded under 23 U.S.C. 402 and 49 U.S.C. 31102;
 - b. Metropolitan planning projects funded under 23 U.S.C. 104 (f), 49 U.S.C. 5305 (d), and 49 U.S.C. 5339;
 - c. State planning and research projects funded under 23 U.S.C. 505 and 49 U.S.C. 5305 (e);
 - d. At the discretion of the state and MPO, state planning and research projects funded with National Highway System, STP, and/or Equity Bonus funds;
 - e. Emergency relief projects (except those involving substantial functional, locational, or capacity changes);
 - f. National planning and research projects funded under 49 U.S.C. 5314; and
 - g. Project management oversight projects funded under 49 U.S.C. 5327.

5. Project Selection – All federally funded projects, except NHS, Bridge, Interstate Maintenance and Federal Lands Highway Program projects are to be selected by the MPO in consultation with the state and public transportation operator (GRTC) from the approved TIP and in accordance with the TIP priorities. Projects that are on the NHS and projects funded under the Bridge and Interstate Maintenance programs are to be selected by the state in

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cooperation with the MPO from the approved TIP. Federal Lands Highway program projects shall be selected in accordance with procedures developed pursuant to 23 U.S.C. 204. The TIP serves as the project selection document.

6. Transportation Plan Consistency – All federally funded TIP projects must be consistent with the MPO's adopted Transportation Plan. As a management tool for monitoring progress in implementing the transportation plan, the TIP should:
 - a. Identify criteria and process for prioritizing implementation of transportation plan elements (including multimodal trade-offs) for inclusion in the TIP and any changes in priorities from the previous TIP; and
 - b. List major projects from the previous TIP that were implemented and identify any significant delays in the planned implementation of major projects.
7. Air Quality Conformity – The MPO, along with FHWA and FTA, must make a conformity determination for projects listed in the proposed TIP, or for amendments that add or delete regionally significant projects. Conformity is generally defined in the CAAA as conforming to the adopted State Implementation Plan's purpose for eliminating and reducing the severity and number of NAAQS violations and achieving attainment status. In other words, the implementation of TIP projects must be shown to serve as part of the region's effort to improve air quality.
8. Agencies/Public Review and Comment – The public, affected agencies, representatives of transportation agency employees, other affected employee representatives, private providers of transportation, and other interested parties must receive a reasonable opportunity to comment on the proposed program.
9. Environmental Justice – Assessment and documentation of the distributional effects of the metropolitan transportation investments are provided through the MPO's LRTP and VDOT's use of the NEPA process. The NEPA process that is completed by VDOT (or project administrator) address project specific Environmental Justice (EJ) analysis and documentation. With a regional level assessment of EJ covered by the LRTP and with project level EJ analysis covered by the NEPA process, an EJ component is not required at the TIP level.
10. MPO Certification – In TMA's, the USDOT Secretary shall certify the planning process at least once every four years. A joint FHWA/FTA review was conducted in May 2004, and on August 19, 2004 the MPO was conditionally certified, subject to five corrective action issues.

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12. The state, public transportation operator and MPO shall, on an annual basis and within 90 days following the end of a program year, cooperatively develop a listing of projects (including investments in pedestrian walkways and bicycle transportation facilities) for which funds under 23 U.S.C. or 49 U.S.C. Chapter 53 were obligated in the preceding program year. This listing shall be prepared in accordance with Section 450.314 (a) of the MPO planning regulations and shall include all federally funded projects authorized or revised to increase obligations in the preceding program year, and shall at a minimum include the TIP information under Section 450.324 (e) (1) and (4) and identify for each project the amount of federal funds requested in the TIP, the federal funding that was obligated during the preceding year, and the federal funding remaining and available for subsequent years. This listing shall be made available public review in accordance with the MPO's public participation criteria for the TIP.
13. Freight shippers, providers of freight transportation services, and representatives of users of public transit are added to the list of parties that must be given the opportunity for review and comment on plans and TIP's.

Note that the TIP is posted on the RRPDC's web site and updates are made when the TIP is amended or adjusted (i.e., changes which the RRPDC staff is authorized to make to the TIP).

B. End Products

1. Complete work on the FY 09 – FY 12 TIP (scheduled for early FY 2009).
2. Initiating work on the next TIP (FY 10 – FY 13). VDOT, GRTC, and the MPO are to submit projects to be included in this TIP. Staff expects work on this TIP should be initiated in mid-FY 2009.
3. MPO's Statement of Certification (conducted with action to adopt new TIP).
4. Annual listing of obligated projects from preceding program year. (Projects to be posted on RRPDC web site by December 31, 2008.
5. Maintenance activities in support of the current TIP including processing of TIP amendment and adjustment requests; and maintenance of records tracking the programming of Regional STP and CMAQ funds.
6. Development and submission of the MPO's list of regional priority transportation projects (conducted as per MPO action of September 27, 2008 to develop separate lists for fully funded projects, projects with balances to complete or unfunded, and new projects).

7. Identification of small scale projects with a cumulative significant impact and submission of these projects to the CTB (along with regional priority projects).

C. Work Elements

Work activities include the following:

1. Amendments/Adjustments – Based on requests from VDOT, local governments, GRTC, and other transportation agencies, RRPDC staff prepares and submits proposed amendments for TAC review and recommendation and for MPO action. Based on action taken at the July 14, 2005 MPO meeting, RRPDC staff is authorized to make certain changes to the TIP consultation with and written agreement from local government/agency TAC members and VDOT. Note that VDOT is responsible for advising the MPO as to the availability and amount of federal transportation funds to be obligated and this information is needed before proposed amendments/adjustments can be submitted for appropriate review and action.
2. Regional Surface Transportation Program (RSTP)/Congestion Mitigation/Air Quality (CMAQ) Tracking Sheets – Maintain record of RSTP and CMAQ funds allocated for area projects including record of past and current allocations and project close-out (showing funds remaining after project completion).
3. RSTP/CMAQ Project Selection – Conduct process for preparing and selecting RSTP and CMAQ projects and program selected projects in the TIP.
4. TIP Participation Plan – Conduct participation plan that specifies procedures and process for providing reasonable opportunity for interested parties to comment on the content of the TIP. This plan must be developed in consultation with all interested parties and must be in place prior to MPO adoption of the TIP.
5. TIP Development – Prepare the four-year list of proposed projects and strategies based on submissions by area local governments, VDOT, VDRPT, GRTC, CRAC, and RideFinders. Conduct various documentation requirements for incorporation into the TIP document. Note that the annual listing of obligate projects “shall be a cooperative effort of the state, transit operator, and MPO” and also shall include two new project types: “investments in pedestrian walkways and bicycle transportation facilities” for which federal funds have been obligated in the preceding year.
6. Public Review – Conduct public review process for final draft TIP document and air quality conformity analysis findings. Adopted TIP document, RSTP and CMAQ allocations, and regional priority projects should be posted in the RRPDC web site.

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7. Visualization Techniques – Visualization techniques shall be employed to describe the TIP.
8. Conformity Analysis – Coordinate work by VDOT to review and analyze projects in the TIP for conformity to air quality requirements. Also, provide assistance for work by the Interagency Consultation Group to conduct the conformity analysis process (lead work conducted by VDOT Environmental Division).
9. Regionally Significant Projects – Under VDOT guidance, coordinate identification of regionally significant public and private transportation projects and submit to VDOT for air quality analysis purposes.
10. Federal Transportation Administration (FTA) Section 5310 Projects – Provide information on Section 5310 funds program to area local governments and human service agencies. Action taken by the MPO to endorse requests for Section 5310 funding. Projects selected by the CTB and programmed in VDOT's Six Year Improvement Program. Selected projects are then reviewed by VDOT and recommended by VDOT for programming in the TIP given sufficient funds for obligation purposes. (Note that under SAFETEA-LU, FTA Section 5310 funds as well as Section 5316 Job Access and Reverse Commute and Section 5317 New Freedom programs will be subject to a locally developed, coordinated public transit – human services transportation plan; see UWP task 5.6.).
11. Enhancement Projects – Action taken by the MPO to endorse requests for transportation enhancement program funds. Projects are selected by the CTB and programmed in VDOT's Six Year Improvement Program. Selected projects are then reviewed by VDOT and recommended by VDOT for programming in the TIP given sufficient funds for obligation purposes.
12. Regional Priority Projects – Prepare and provide the region's lists of priority projects to CTB for consideration during the annual financial planning and programming funds allocation meeting (these lists showing fully funded projects, projects with balances to complete or unfunded, and new projects). MPO develops its list of proposed projects based on input from TAC, CTAC, and EDAC, and based on the report of the Executive Committee.
13. Small Scale Priority Projects – Identify small scale projects with a cumulative significant impact and submit to CTB as part of the region's submission of regional priority projects.
14. Coordinate listing and description of progress in the implementation of TCM's (if appropriate).

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15. TIP Availability in Electronically Accessible Format – (new SAFETEA-LU requirement) – Post MPO adopted TIP and other appropriate documents on the RRPDC web site.
16. Prepare and process MPO Statement of Certification and supporting documentation for the area's "3-C" Transportation Planning Process.
17. Annual listing of obligated projects from the preceding program year (to be posted on RRPDC web site by December 31, 2008; VDOT to submit project information by December 5, 2008.)

D. Agency Participation

RRPDC, VDOT, VDEQ, VDRPT, Local Governments, GRTC, FHWA, EPA, FTA, RideFinders, CRAC, paratransit and other transportation operators, freight shippers, providers of freight transportation services, and representatives of users of public transit.

E. Budget, Staff and Funding

	<u>PL</u> ^①	<u>5303</u>	<u>CO</u> <u>5303</u> ^②	<u>TOTAL</u>
RRPDC	180,000	30,000	9,667	\$219,667

① 4/9/09 MPO action to add \$50,000 in PL funds (shifted from other RPRDC staff work tasks).

② 4/9/09 MPO action to add \$9,667 in FY 08 FTA Section 5303 carryover funds.

F. Schedule

1. FY 09/12 TIP – FY 08 to July 2008.
2. FY 10/13 TIP – October 2008 to FY 10.
3. TIP Amendments/Adjustments – Ongoing activity
4. Regional Priority and Small Scale Projects – July 2008 to October 2008
5. FY 10 to FY 13 RSTP/CMAQ Project Review and Selection – December 2008 to April 2009.

5.0 TRANSIT PLANNING

5.2 Elderly and Disabled Transportation Needs and Services

A. Background

The Elderly and Disabled Advisory Committee (EDAC) is composed of individuals and organizations representing the region's elderly, disabled, and low income groups and advises the MPO on plans, studies, issues, and other matters related to the planning of public transportation services. It also assists GRTC by advising them of public transportation needs and issues of concern to the elderly and disabled community. EDAC will also serve as a review committee for work on UWP task 5.6, Human Services Public Transportation Coordination Plan (see UWP task 5.6).

This task provides RRPDC staff support to ensure an active and involved EDAC and to assist the committee in developing up-to-date information on transportation needs of elderly and disabled in the Richmond area, their transportation needs, and available transportation services and resources. This task also provides for staff participation in various study activities addressing the region's specialized transportation services and serving on advisory committees involved with specialized transportation needs and services.

Staff prepares and submits EDAC meeting agendas and agenda attachments to several EDAC members by e-mail in an accessible format that allows visually impaired committee members to receive and read these materials. Information posted on the RRPDC/MPO web site is also accessible to these members.

B. End Products

A functional and viable process that advises the MPO and GRTC on the special transportation needs of the elderly and disabled, and provides reports on elderly and disabled transportation needs and services.

C. Work Elements

1. Provide administrative and technical staff support for the EDAC.
2. Provide for EDAC review and participation in developing the Human Services Public Transportation Coordination Plan (see UWP task 5.6).
3. Staff participation on the Red Cross Transportation Advisory Committee and other human/social service agency/organization advisory committees.
4. Coordinate submission of GRTC and CARE reports, proposed policies, and other items for EDAC review and comment, and recommendation. Note that at the request of GRTC, EDAC comments and recommendations are to be

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submitted directly to GRTC for its review and action as deemed appropriate by GRTC, and to the MPO for its review and information.

- 5. Provide periodic status reports on various UWP work tasks and activities for EDAC review, information, and action as appropriate.

D. Agency Participation

RRPDC, GRTC, VDRPT, local governments, FTA, EDAC appointing organizations, private and human service agency transportation operators.

E. Budget, Staff and Funding

	<u>5303</u>	<u>PL^①</u>	<u>CO 5303^②</u>	<u>TOTAL</u>
RRPDC	30,000	15,000	17,000	\$40,000

① 4/9/09 MPO action to add \$5,000 in PL funds (shifted from other RPRDC staff work tasks).

② 4/9/09 MPO action to add \$17,000 in FY 08 FTA Section 5303 carryover funds.

F. Schedule

Ongoing activity

5.3 Downtown Circulator Study, Phase II

A. Background

New development in downtown Richmond, the expansion of the regional Convention Center and the opening of Main Street Station have highlighted the importance of convenient, easy-to-use public transportation for employees, residents and visitors. Recognizing the need for mobility within the downtown, GRTC operated a rubber-tire trolley system until 1999, when funding for the program ran out. Community leaders have expressed interest in the establishment of a fixed-rail circulator system in the downtown. GRTC recently completed a Phase I feasibility study, called the "Downtown Richmond Streetcar Study," describing an electric streetcar system that would provide an appropriate circulator system for downtown Richmond. At the request of the City Council, GRTC also commissioned a Phase II study to pursue public input to refine the route and operating characteristics, and to refine cost estimates and recommended funding mechanisms, and any fatal flaws that would prevent this project from moving forward. The Phase II study was not intended to constitute an official FTA-approved NEPA alternatives analysis process. If the City of Richmond wishes to further pursue this project with the use of federal funding, it is understood that the project would require a full alternatives analysis in accordance with all applicable federal requirements.

The Downtown Richmond Streetcar Study Phase II report was completed in September 2004. The study's remaining funds are being used for follow-up work activities related to the further examination of downtown circulator concepts.

B. Work Elements

Complete follow-up work activities associated with the downtown circulator study concept (e.g., develop proposals for City of Richmond staff and elected officials).

5.5 Regional Mass Transit Study

A. Background

At the October 13, 2005, MPO meeting, action was taken to add “Regional Mass Transit Study” (RMTS) to the MPO’s list of Regional Priority Transportation Projects under the category of Other Priority Issues. In response to the MPO action, staff prepared and presented a draft scope of work for the RMTS at the December 8, 2005, MPO meeting and reported that it would develop a UWP amendment for MPO review and action so that the study would move forward. Note that the RMTS has been conducted in coordination with the GRTC Transit System Comprehensive Operations Analysis (COA). Work on the final draft COA was completed in December 2007 with reviews by various organizations, citizens and Richmond City Council started in January 2008 and continuing into early FY 2009.

Work on the RMTS is scheduled to be completed in May 2008. Following its completion, staff will identify follow-up activities to be conducted in FY 2009. At a minimum, this should include development of an executive summary/action program document and organizing various presentation and hand-out materials for conducting presentations to area groups, organizations, jurisdictions, and public meetings.

B. End Products

1. Completed RMTS (FY 2008) – A comprehensive study providing for the development and implementation of a regional mass transit system based on the following study objectives:
 - Produce a plan of action for the development and implementation of regional mass transit programs and services over mid-range (3 to 10 years) and long-range (10 to 25 years) time horizons with consideration given to corridor prioritization.
 - Study will cover the entire Planning District 15 area and linkages to adjacent areas including metropolitan areas as appropriate for consideration of all public transportation modes.
 - Study will address all surface public transportation modes (i.e. local and express bus, car and vanpool programs, ADA/specialized public transportation services, bus rapid transit, street car/trolley, light rail, and commuter rail).
 - Study will provide recommendations for dedicated, on-going funding programs to meet capital and operating needs.
 - Study will provide recommendations for supportive land-uses appropriate to enhancing public transportation services.

2. Executive Summary/Action Program Document (FY 2009).
3. Study presentations to area groups, organizations, jurisdictions, and public meetings (FY 2009).

C. Work Elements

1. Develop RMTS executive summary/action program document.
2. Provide presentations of study to area groups, organizations, jurisdictions, and public meetings.

D. Agency Participation

RRPDC, GRTC, local governments, VDOT, VDRPT, FHWA, FTA.

E. Budget, Staff, and Funding

	<u>PL</u> ^①	<u>5303</u>	<u>CO</u> <u>5303</u> ^②	<u>TOTAL</u>
RRPDC Staff	1,000	30,000	4,000	\$35,000

^① 4/9/09 MPO action to subtract \$4,000 in PL funds (shifted to other RPRDC staff work tasks and portion transferred to FY 10 UWP).

^② 4/9/09 MPO action to add \$4,000 in FY 08 FTA Section 5303 carryover funds.

F. Schedule

1. Executive Summary and Presentations – August to October 2008.
2. Distribution of Executive Summary and Presentations – November 2008 to FY 10.

5.6 Human Services Public Transportation Coordination Plan

A. Background

SAFETEA-LU requires that as a condition of federal assistance covering FTA Section 5310 (Elderly Individuals and Individuals with Disabilities Program) Section 5316 (Job Access and Reverse Commute Program) and Section 5317 (New Freedom Program, funding new ADA type paratransit services), that the region prepare a coordinated public transit human services transportation plan for the coordination of transportation resources provided through multiple federal programs. This plan should enhance transportation access for elderly, disabled, and low-income individuals, minimize duplication of services, and encourage the most cost-effective transportation program possible. Note that SAFETEA-LU requires this coordination plan to be developed by a process that includes representatives of public, private, and nonprofit transportation and human service providers and participation by the public. VDRPT has taken the lead in preparing a Statewide Human Services Public Transportation Coordination Plan and providing assistance to PDCs and MPOs for their use in developing regional service coordination plans for their areas. In the Richmond area, the MPO is working in coordination with GRTC, the Tri-Cities Area MPO, VDRPT, and its study consultant to come up with a plan of action covering both MPOs. Such coordination is required due to FTA Section 5316 and Section 5317 funds being allocated on a formula basis, which is based on the census designated Richmond Urbanized Area (which covers most of both MPOs' study areas). GRTC is likely to be the urbanized area designated recipient for administering these funds.

In FY 2008, staff expects that work on a draft Human Services Public Transportation Coordination Plan (HSPTCP) should be completed or nearly completed. Based on FTA planning regulations, required elements for the HSPTCP are as follows:

- Assessment of available services that identifies current transportation providers (public, private, and nonprofit).
- Assessment of transportation needs for individuals with disabilities, older adults, and people with low income.
- Strategies, activities, and/or projects to address the identified gaps between current services and needs, as well as opportunities to achieve efficiencies in service delivery.
- Priorities for implementation based on resources (from multiple program sources), time, and feasibility for implementing specific strategies and/or activities identified.
- Development of the HSPTCP is through a process that includes representatives of public, private, and non-profit transportation and human service providers, and members of the public (i.e., elderly, disabled, and low income) who can provide insights into local transportation needs. Note

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that explicit consideration and response should be provided to public input received during the development of the HSPTCP with stakeholder involvement at key points during plan development.

- The lead agency, in consultation with participants, should identify the process for adoption of the plan.

VDRPT and its study consultants have conducted two workshops (on May 2, 2007 and December 5, 2007) with Richmond and Tri-Cities MPO staffs, GRTC, PAT, representatives of public, private, and nonprofit transportation and human service providers, interested private transportation service operators, and elderly, disabled, and low-income individuals interested in this process. Based on these two workshops, it is staff's understanding that the HSPTCP for the Richmond and Tri-Cities area MPO will cover the following:

1. Assessment of transportation needs.
2. Assessment of available transportation services.
3. Needs and available services gap assessment.
4. Strategies, activities and projects to address identified gaps.
5. Prioritization of strategies, activities, and projects.
6. Project review, administration and monitoring.
 - a. Establish application review process and organization to review and recommend project applications.
 - b. Designate recipient responsible for administration and reporting of FTA Section 5316 and 5317 funds allocated to the Richmond Urbanized Area.
 - c. Develop steps and local actions for future plan and program changes.

In addition to the HSPTCP, a project management plan is being developed by GRTC, providing for the administration of FTA Section 5316 and 5317 funds (GRTC has been designated by the MPO as the FTA designated recipient; Tri-Cities Area MPO needs to take action to confirm and support GRTC as the Richmond Urbanized Area designated recipient). GRTC's goal is to have the project management plan in place by November 1, 2008.

RRPDC staff will provide technical planning assistance for periodic updates to the HSPTCP. One element will likely be an update to the region's inventory of paratransit service operators. This inventory was last completed in FY 05. This report provides information on private, private non-profit, and social service agency transportation operators serving the Richmond area. Information shown in the inventory include the company/agency name, address and phone number, contact

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person, type of organization, service area and times, and number of vehicles. The inventory is used by local governments, GRTC, RideFinders, and area social service organizations as an information resource for contacting transportation operators. Staff will provide updates to this report based on information received from other study and work tasks.

B. End Product

- a. An adopted Human Services Public Transportation Coordination Plan (HSPTCP) covering the MPO study area and PD 15.
- b. Staff planning support for updated information on paratransit services operators.

C. Work Elements

Work activities include the following:

1. Develop draft HSPTCP and present to TAC, EDAC, and interested parties for review and comment (work conducted by VDRPT study consultant, GRTC and RRPDC).
2. Develop a final HSPTCP draft for MPO review and action (work conducted by VDRPT study consultant, GRTC, and RRPDC).
3. Develop and complete project management plan (GRTC, VDRPT study consultant).
4. Provide technical/planning support for updated information on paratransit service operators (RRPDC).
5. Provide technical and/or administrative assistance in support of application review process for FTA Sections 5316 and 5317 funds (RRPDC and GRTC's responsibilities and roles to be developed and defined as part of the HSPTCP and procedures and guidelines developed as part of the project management program).

D. Agency Participation

RRPDC, VDRPT, VDOT, GRTC, local governments, human service agencies/ organizations, public and private non-profit paratransit service operators, FHWA, FTA.

E. Budget, Staff and Funding

	<u>PL^①</u>	<u>5303</u>	<u>CO</u> <u>5303^②</u>	<u>TOTAL</u>
RRPDC	1,000	30,000	3,000	\$34,000

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- ① 4/9/09 MPO action to subtract \$5,000 in PL funds (shifted to other RPRDC staff work tasks and portion transferred to FY 10 UWP).
- ② 4/9/09 MPO action to add \$3,000 in FY 08 FTA Section 5303 carryover funds.

F. Schedule

- a. Final draft HSPTCP – October 2008.
- b. HSPTCP project management plan – November 2008
- c. HSPTCP planning/technical assistance - Ongoing

5.7 Richmond Bus Rapid Transit (BRT) Alternatives Analysis

A. Project Description

The Richmond Bus Rapid Transit (BRT) Alternatives Analysis (AA) will develop a detailed problem statement representing the purpose and need of the project from which project goals and objectives will be derived.

A definition of alternatives will be developed to: 1) meet the study's problem statement goals and objectives for the improvements, 2) isolate the differences between potential solutions to an identified transportation problem, and 3) highlight the tradeoffs inherent in the selection of a locally-preferred alternative (LPA). The "build" and Transportation System Management (TSM) alternatives will be included in the definition of alternatives report and will be directly related to and address the "purpose and need" of the project. An "Evaluation of Alternatives" report will be developed in a manner that will provide the information necessary for local officials and the general public to understand the relative costs and benefits among the alternatives and to ultimately select the LPA. The evaluation framework will focus on the transportation problems identified in the project's purpose and need and will reflect the corresponding project goals and objectives that will fundamentally drive the alternatives analysis. Detailed capital and operating costs will be developed to reflect each alternative, along with a preliminary financial plan. The financial plan will reflect the recent financial history of GRTC, document projected costs and revenues into the future, and demonstrate the reasonableness of key assumptions underlying these projections. The financial plan will aid decision makers in understanding the costs associated with constructing, operating and maintaining each of the alternatives on an annual basis.

The BRT alternatives analysis study area is along the Broad Street Corridor starting at Willow Lawn (in Henrico County) extending east on Broad Street in the City of Richmond to downtown, then proceeding along the Route 5 corridor to the Rocketts Landing development in the City of Richmond and Henrico County.

Extensive public outreach and communications to the public will facilitate VDRPT's and GRTC's ability to gain public involvement and input throughout the AA planning and project development process.

F. Project Budget

The current total project budget is \$900,000, which consists of \$720,000 flexible STP (allocated by the state) and local match of \$180,000 (\$90,000 state and \$90,000 GRTC). GRTC and VDRPT anticipate programming additional funds in the FY 10 – FY 15 Six-Year Improvement Program since the Alternatives Analysis, which will be conducted to include the NEPA process, will require additional funding.

5.8 Richmond Area Rail Studies

For FY 08, VDRPT is planning on conducting three rail studies that are within or include the Richmond area and will also conduct the Virginia State Rail Plan update. The following provides a brief outline/description for each of these studies:

Virginia State Rail Plan Update

- Update of the 2004 Statewide Rail Plan will be comprised of three individual components:
 1. Passenger Rail Plan
 2. Shortline Railroad Improvement Program
 3. Class One Railroad Improvement Program
- Each component will contain a six-year short-term action plan and a 25-year long-term vision plan.
- Work on plan development began in February 2008 and is expected to be completed by July 31, 2008. A resource allocation report will follow in September 2008.

Richmond Area Improvement Passenger Rail Study

- Study to examine options to improve flow of rail traffic through Acca Yard as well as alternative routing options.
- Study began in February 2008 with alternatives analysis scheduled for March 2008; station studies for May 2008, and CSX review of “30 percent design of rail routes” for June 2008.

Southeast High Speed Rail Project Update; Raleigh to Richmond

- Focus is on “higher” speed rail (70- to 79 mph).
- Study being conducted in coordination with North Carolina DOT to complete project environmental documentation.
- Study approach provides for incremental approach with limited state funds (allows limited improvements).
- Ability to move project forward dependent upon federal funding.

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- Tier I EIS work completed; preferred study corridor established from Petersburg to Raleigh (138 miles). Corridor utilizes existing and abandoned or currently not in use rail right-of-way.
- Tier II EIS, Richmond to Raleigh work underway. Involves analysis of alternative routes through the Petersburg area (i.e., in Chesterfield, Colonial Heights, Petersburg, and Dinwiddie)
- Study completion and project implementation contingent upon federal approval. Tentative schedule provides for draft Tier II EIS and Tier II EIS public meeting to be conducted in 2009; final Tier II EIS completed and FRA approval in 2010; design, right-of-way acquisition, and construction to be initiated in 2010.

Richmond/Hampton Roads Passenger Rail Study

- Two basic study corridors from Richmond to Hampton Roads. One corridor runs along Peninsula/CSX route, from Richmond to Williamsburg to Newport News; the other corridor runs south to Petersburg, then runs along southside/NS route from Petersburg to Wakefield to Norfolk.
- Tier I EIS service alternatives included status quo (existing two routes/day on Peninsula Route); no build (three routes/day on Peninsula Route, includes Amtrak Short Term Action Plan); Alternative One (three routes/day on Peninsula Route at “higher” speed (79 mph), and six routes/day on Southside Route at “high” speed (96 – 110 mph)); Alternative 2A (six routes/day on Peninsula Route at high speed and three routes/day on Southside Route at higher speed); and Alternative 2B (nine routes/day on Peninsula Routes at high speed).
- Draft EIS scheduled to be completed in spring 2008.
- Additional funding must be identified to advance this project into the next phase of environmental study.

6.0 INTERMODAL PLANNING

6.1 Intermodal Planning

A. Background

In FY 02, the MPO completed work on the Richmond Regional Intermodal Transportation Study. This study examined the potential for an intermodal freight center in the Richmond/Tri-Cities area. It also examined the region's freight transportation network (i.e., highways, rail, airport, and port) and provided recommendations to improve freight movement. While the study concluded that the region did not need an intermodal facility at this time, it recommended the establishment of an Intermodal Advisory Task Force charged with monitoring future demand for such a facility. The study was accepted by the MPO at its February 14, 2002 meeting and a 46-member task force was jointly established with the Tri-Cities Area MPO and approved at the MPO's June 13, 2002 meeting. Due to other work priorities and limited staff resources, the RRPDC did not conduct follow-up work activities for intermodal planning as identified in the study or conduct any task force meetings.

With the passage of SAFETEA-LU and growing concern over the movement of freight through the Richmond region, there is a renewed interest and need to address freight transportation issues and needs. Part of this need is being addressed under work being conducted by VDOT to develop a statewide Multimodal Freight Study. This effort was initiated in October 2006 with a Phase One report being completed in early 2008. The second phase is now underway and is scheduled to be completed by September 2008. This study will address the following:

- Comprehensive look at Virginia's freight issues covering all transportation modes (at statewide, regional, and corridor levels) and types of freight movement (local and through).
- Provide a multimodal perspective on the state's current freight needs and services and future needs.
- Provide for the development of state-of-the-art freight transportation and economic data and analysis tools.
- Identify critical needs and recommendations.

RRPDC staff will provide technical assistance in support of work by the state to develop the statewide Multimodal Freight Study.

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VDOT has provided the MPO with 2004 commodity flow data for the Richmond region (provided to VDOT under contract with Global Insight, Inc.). Staff is using this data to map freight flows in and through the Richmond region. Note this is proprietary data and staff will work through VDOT to ensure any information developed through this data can be released. Staff is using this data to update the intermodal element of the draft 2031 LRTP update.

RRPDC staff will also provide technical and administrative assistance under this UWP task in support of UWP Task 6.2, Intermodal Strategies and Actions for Inter-Regional Freight Movement. Note that RRPDC funds (local only) are programmed on UWP task 6.2 to provide in-king match required for use of VDOT Multimodal Planning Grant funds (being used to fund VDOT on-call consultant for UWP task 6.2).

B. End Products

On-going technical support for regional and state multi-modal transportation planning activities.

C. Work Elements

1. Monitor and report as appropriate on various intermodal planning and programming activities.
2. Provide staff assistance for VDOT statewide intermodal planning activities.
3. Develop and incorporate freight transportation planning activities into LRTP.
4. Participate on VDOT advisory groups involved in statewide multimodal planning (including truck, port, airport, and rail freight movement).
5. Provide administration and technical staff support for work conducted on UWP task 6.2.

D. Agency Participation

RRPDC, VDOT, VDRPT, Crater PDC, CRAC, Port of Richmond, local governments, FHWA, public and private shippers/freight operators.

E. Budget, Staff and Funding

	<u>PL^①</u>	<u>CO 5303^②</u>	<u>TOTAL</u>
RRPDC	\$50,000	5,000	\$55,000

① 4/9/09 MPO action to add \$5,000 in PL funds (shifted from other RPRDC staff work tasks).

② 4/9/09 MPO action to add \$5,000 in FY 08 FTA Section 5303 carryover funds.

F. Schedule

Ongoing

6.2 Intermodal Strategies and Actions for Inter-Regional Freight Movement

A. Background

RRPDC staff has submitted a grant proposal for conducting a study on Intermodal Strategies and Actions for Inter-Regional Freight Movement. This proposal has been submitted for funding under VDOT's Multimodal Planning Grant program and calls for use of VDOT's on-call consultants to conduct this study. Staff was advised by VDOT in March 2008 that its proposal has been selected. Staff will work with VDOT to develop a detailed scope and study schedule, identify consultant work tasks, and other activities necessary for review and completion of this study. Note that the RRPDC is to provide a ten percent match (either funds or in-kind services) for this study. Staff's study proposal estimates the study budget at \$175,000. Match funds or in-kind services cannot be from either federal or state sources. Note that work on this study will be conducted in coordination with the Tri-Cities Area MPO.

B. End Products

A study that identifies strategies and actions to improve freight flows in and through the region's transportation network by increasing freight mobility options and opportunities within the region. The study should identify both short- and long-term actions to be considered for incorporation into the LRTP and for programming into the TIP.

C. Work Elements

Study work tasks tentatively identified as follows (subject to work task order negotiations with VDOT on-call consultant and subject to available Multimodal Grant Program funds):

1. Initial Consultation: Refine study scope, project planning responsibilities, and initiate study (notice to proceed).
2. Conduct data collection and analysis.
 - a. Establish Intermodal Advisory Task Force
 - b. Identify transportation system performance improvements.
 - c. Identify land use and landside improvements.
 - d. Conduct freight logistics evaluation.
 - e. Prepare/present final study report.

D. Agency Participation

RRPDC, VDOT, VDOT on-call consultant, VDRPT, Crater PDC, CRAC, Port of Richmond, local governments, FHWA, FTA, public and private shippers/freight operators.

E. Budget, Staff and Funding

	<u>Local^①</u>	<u>MPG Funds^②</u>	<u>TOTAL^③</u>
RRPDC Staff	17,500	----	\$ 17,500
VDOT Consultant	<u>----</u>	<u>157,500</u>	<u>\$157,500</u>
TOTAL	17,500	157,500	\$175,000

^① RRPDC local funds, in-kind services; to be used as ten percent match.

^② VDOT Multimodal Planning Grant (MPG) funds

^③ Subject to work task order/contract negotiations

F. Schedule

Tentative schedule; to be revised when study is initiated.

- April – May 2008 – Refine study scope responsibilities, initiate study.
- May – August 2008 – Data collection and analysis.
- July/ongoing – Establish Intermodal Advisory Task Force
- August – November 2008 – Survey freight dependent industries
- October 2008 – January 2009 – Transportation system performance improvements
- October 2008 – January 2009 – Land use and land side improvements
- December 2008 – February 2009 – Freight logistics evaluation
- March 2008 – May 2009 – Final report/presentation

7.0 AIR QUALITY PLANNING

7.1 Air Quality Plan and Program Activities

A. Background

The Clean Air Act Amendments (CAAA) of 1990 present serious air quality improvement challenges to almost all of the nations mid-size to major metropolitan areas. To meet this challenge, the state has pursued a program of reduction measures, which includes various stationary source control measures, stage 2-vapor recovery, clean fuels, and other measures.

In FY 1995, the Metropolitan Richmond Air Quality Committee (MRAQC) was established as the Section 174 Lead Planning Organization (LPO) based on appointments by the Governor's office. Representation on MRAQC includes local elected officials from non-attainment area jurisdictions (i.e. Richmond, Henrico, Chesterfield, Hanover, Charles City, Colonial Heights and Hopewell), from the Richmond and Tri-Cities Area MPOs, the Crater and Richmond regional planning district commissions and agency representatives from VDOT and VDEQ. The role of the LPO is established and defined in general terms in Section 174 of the CAAA. It is also described in the Richmond Area and Tri-Cities Area Memorandum of Understanding (MOU) for Air Quality and Transportation Planning Coordination. Section 174 of the CAAA provides that the LPO shall prepare the state implementation plan (SIP) revisions, and determine those elements of the SIP to be implemented by the state, local governments, regional agencies, and others. In FY 1997, VDEQ staff submitted a request to EPA for designating the area to attainment status. In November 1997 EPA issued notice in the Federal Register noting the Richmond Area to be in attainment status for ozone air quality standards and was designated as a Maintenance Area. Since that time however, EPA has designated the Richmond area (i.e., City of Richmond, Petersburg, Colonial Heights and Hopewell, and counties of Charles City, Chesterfield, Hanover, Henrico, and Prince George) to be a marginal nonattainment area for ozone air quality standards. The Richmond area nonattainment designation went into effect on June 15, 2004 with its status being set at a marginal level shortly after that time (Richmond was a moderate nonattainment area at one time under EPA's one-hour ozone air quality standards).

In FY 05, VDEQ reconstituted the Metropolitan Richmond Air Quality Committee (MRAQC) which is the Lead Planning Organization (LPO) under Section 174 of the CAAA. Appointments of local elected officials and agency members were made in FY 05 and MRAQC held its first meeting in November 2005 (FY 06) initiating work to develop the region's State Implementation Plan (SIP). At its May 10, 2006 meeting, action was taken to approve proposed control strategies (as part of the extension of the Richmond nonattainment area into the newly added areas, which are the City of

Petersburg, Prince George County, and the remaining area of Charles City County; previously only a small part of Charles City County was in the nonattainment/maintenance area). MRAQC also took action to approve contingency measures (required as part of the contingency plan included in VDEQ's request for redesignation of the Richmond nonattainment area to attainment/maintenance status).

In March 2008, RRPDC staff received notice of action by EPA to lower the 8-hour ozone standard to 0.075 parts per million (it was previously set at 0.08 ppm). As a result, the Richmond and Tri-Cities Maintenance Area jurisdictions (i.e., Richmond, Henrico, Hanover, Charles City, Petersburg, Colonial Heights, Hopewell, and Prince George) will likely be redesignated to nonattainment status. These designations are expected in 2010, which means that it will be based on air quality monitoring data from 2007 to 2009. Staff from VDEQ will advise RRPDC and Crater PDC staffs as to upcoming MRAQC meetings and the need for development of a new or updated State Implementation Plan (SIP) for achieving and maintaining ozone air quality standards.

This work task also provides for RRPDC and VDOT staff work activities for conducting air quality conformity analysis in support of the TIP and LRTP. VDOT has made air quality conformity analysis a VDOT staff work activity (previously, this work was conducted by consultants under contract to VDOT). RRPDC staff provides staff support for TIP, LRTP, and TIP/LRTP amendments (when appropriate) review and coordination.

Staff work activities includes identification of projects, project descriptions, submission of socioeconomic data and forecasts, coordinate/conduct project reviews with local staff and other administrative and coordination activities.

B. End Products

Administrative support for MPO activities involving development of the non-attainment area state implementation plan and air quality conformity analysis.

C. Work Elements

1. Monitor air quality data for the Richmond area, and review EPA and Virginia Department of Air Pollution Control reports, guidelines, regulations, etc.
2. Limited administrative support for MPO participation in developing the nonattainment area implementation plan. (VDEQ serves as lead staff to the MRAQC).
3. Review, comment, and conduct other activities necessary for the nonattainment area planning process.

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4. Review and comment on the area’s emissions inventory, especially information relating to mobile sources and transportation control measures.
5. Computer modeling and other transportation planning activities for development of VMT data required for maintenance plan/nonattainment area plan implementation [VDOT].
6. Conduct air quality conformity analysis activities in support of the TIP and LRTP [RRPDC and VDOT].

D. Agency Participation

RRPDC, VDOT, VDRPT, VDEQ, MRAQC, GRTC, RideFinders, local governments, FHWA, EPA, FTA, and Tri-Cities MPO.

E. Budget, Staff, and Funding

	<u>PL^①</u>	<u>CO 5303^②</u>	<u>TOTAL</u>
RRPDC	\$15,000	2,000	\$17,000

① 4/9/09 MPO action to subtract \$10,000 in PL funds (shifted to other RPRDC staff work tasks and portion transferred to FY 10 UWP).

② 4/9/09 MPO action to add \$2,000 in FY 08 FTA Section 5303 carryover funds.

F. Schedule

Ongoing activity

8.0 BICYCLE AND PEDESTRIAN PLANNING

8.1 Bicycle and Pedestrian Planning

Note: MPO action on 4/9/09 to amend UWP to add task 8.1 as a new work task.

A. Background

This task provides RRPDC staff time in support of work by area groups, organizations and local governments to advance bicycle and pedestrian studies, programs and projects in the Richmond Region.

In mid-2008 the Capital Region Greenway Group, an ad hoc collaboration between the City of Richmond Department of Parks and Recreation; the City of Richmond Department of Community Development; various departments and citizens of Henrico, Chesterfield, Goochland, New Kent and Hanover Counties; the Virginia Department of Conservation and Recreation; the Capital Trail Foundation; the Richmond Area Bicycling Association; Bike-Walk Virginia and a Richmond City Council representative approached the MPO for assistance. The requested assistance would be in coordinating and advancing bicycle and pedestrian efforts supporting the 2004 Regional Bicycle and Pedestrian Plan. The plan was a collaboration between the MPO and VDOT to provide a regional network of bicycle and pedestrian amenities, and was adopted by the MPO as a study.

Efforts to improve bicycle and pedestrian access, whether on or off-road are in keeping with the Virginia Department of Conservation and Recreation 2007 Outdoors Plan, the 1993 Regional Greenways Plan, and various efforts already underway in the Region. The Virginia Capital Trail is scheduled to be complete in 2010 and has received wide public support; the East Coast Greenway, a continuous path from Florida to Maine, requires a regional thoroughfare through this Region and needs a local effort to support it.

B. End Products

1. An assessment of the 2004 Regional Bicycle and Pedestrian Plan identifying opportunities for implementation of plan recommendations, projects and programs. The goal is establishing a continuing and cooperative process by which the MPO works with area local governments and interested groups and organizations to develop and improve bicycle and pedestrian access, safety and mobility.
2. Development of a regional database of planned, signed and designated bicycle routes and facilities.

C. Work Elements

It should be noted that federal legislation requires that MPO activities provide for all means of transportation, “including accessible pedestrian walkways and bicycle transportation facilities”. This task further satisfies the letter of federal regulation by ensuring that there are a sufficient number of projects which minimize transportation-related fuel consumption and air pollution, and which protect and enhance the environment and improve quality of life (23 CFR sec 450.000 (a) and 450.306 (a)(5)). It should also be noted that due to competing work program activities, the 2004 Regional Bicycle and Pedestrian Plan has received limited attention.

Work activities include the following:

1. Review the 2004 Regional Bicycle and Pedestrian Plan and document major/significant accomplishments since approval of this plan by the MPO in July 2004.
2. Assess the 2004 Regional Bicycle and Pedestrian Plan and identify opportunities for implementation of plan recommendations, projects and programs.
3. Provide planning assistance to area local governments, and attend meetings of and consult with the Capital Region Greenway Group (as established by the City of Richmond) and other groups and organizations (as approved by the RRPDC Executive Director).
4. Create a regional database and map of planned, signed and designated bike routes and facilities.
5. Document as part of a regional database/inventory, low-cost improvements made to accommodate bicyclists and pedestrians.
6. Serve as a regional forum for planning and coordination of bicycle and pedestrian facilities and programs through current MPO committees and processes.

D. Agency Participation

RRPDC, VDOT, FHWA, regional local governments and interested parties

E. Budget, Staffing and Funding

	<u>PL^①</u>	<u>CO^②</u>	<u>TOTAL</u>
RRPDC	26,000	8,000	\$34,000

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- ① 4/9/09 MPO action to add \$26,000 in PL funds (shifted from other RPRDC staff work tasks).
- ② 4/9/09 MPO action to add \$8,000 in FY 08 FTA Section 5303 carryover funds.

F. Schedule

Ongoing activity.

AGENCY BUDGET SUMMARY SHEET
FHWA PL/SPR; FTA SEC 5303; VDOT MULTIMODAL PLANNING GRANT
FY 2009 UWP - RICHMOND AREA MPO

Task No/ Abbrev	RRPDC					VDOT SPR	OTHER	TOTAL						GRAND TOTAL	
	PL	5303	CO 5303	OMF (1)				PL	SPR	5303	CO 5303	OMF (1)			OTHER
1.1 MPO Maint	500,012	31,703	4,100	-	-	201,000	-	500,012	201,000	31,703	4,100	-	-	-	736,815
1.2 Citi Partic	53,000	25,000	19,000	-	-	-	-	53,000	-	25,000	19,000	-	-	-	97,000
1.3 UWP	50,000	14,000	-	-	-	-	-	50,000	-	14,000	-	-	-	-	64,000
2.1 Data	45,000	-	15,000	-	-	-	-	45,000	-	-	15,000	-	-	-	60,000
2.2 LRTP	110,000	25,000	15,000	-	-	-	-	110,000	-	25,000	15,000	-	-	-	150,000
2.5 TD/GIS	85,000	-	15,000	-	-	-	-	85,000	-	-	15,000	-	-	-	100,000
2.8 Rt. 5	40,000	-	12,000	-	-	-	-	40,000	-	-	12,000	-	-	-	52,000
3.1 CMS	20,000	20,000	6,000	-	-	-	-	20,000	-	20,000	6,000	-	-	-	46,000
3.2 Access Mgt	5,000	-	-	-	-	-	-	5,000	-	-	-	-	-	-	5,000
3.3 ITS	10,000	5,000	5,000	-	-	-	-	10,000	-	5,000	5,000	-	-	-	20,000
4.1 TIP	180,000	30,000	9,667	-	-	-	-	180,000	-	30,000	9,667	-	-	-	219,667
5.2 E&D TNS	15,000	30,000	17,000	-	-	-	-	15,000	-	30,000	17,000	-	-	-	62,000
5.3 Dwt .Cir (2)	-	-	-	-	-	-	(2)	-	-	-	-	-	-	-	-
5.5 RMTS	1,000	30,000	4,000	-	-	-	-	1,000	-	30,000	4,000	-	-	-	35,000
5.6 HSPTCP	1,000	30,000	3,000	-	-	-	-	1,000	-	30,000	3,000	-	-	-	34,000
5.6 RBRT (5)	-	-	-	-	-	-	900,000	-	-	-	-	-	-	900,000	900,000
5.8 Rail (3)	-	-	-	-	-	-	(3)	-	-	-	-	-	-	-	-
6.1 IM Plg.	50,000	-	5,000	-	-	-	-	50,000	-	-	5,000	-	-	-	55,000
6.2 IMS/A	-	-	-	17,500	-	-	-	-	-	-	-	17,500	-	-	17,500
6.2 IMS/A (4)	-	-	-	-	-	-	(4)	-	-	-	-	-	-	-	-
7.1 Air Q. Plg.	15,000	-	2,000	-	-	-	-	15,000	-	-	2,000	-	-	-	17,000
8.1 Bike/Ped	26,000	-	8,000	-	-	-	-	26,000	-	-	8,000	-	-	-	34,000
TOTAL (\$)	1,206,012	240,703	139,767	17,500	-	201,000	900,000	1,206,012	201,000	240,703	139,767	17,500	-	900,000	2,704,982

- NOTES:
- (1) RRPDC Over Match Funds (OMF) (100 percent RRPDC local funds).
 - (2) Work conducted by GRTC staff and/or consultant (UWP information item).
 - (3) Work conducted by VDRPT staff and/or consultants (UWP information item).
 - (4) Work conducted by VDOT on-call consultant.
 - (5) Added to UWP 1/15/09

FUNDING SOURCES SUMMARY SHEET
FHWA PL/SPR; FTA SEC 5303; VDOT MULTIMODAL PLANNING GRANT
FY 2009 UWP - RICHMOND AREA MPO

Task No./ Abbrev.	PL		SPR		5303		CO 5303		RRPDC	VDOT	OTHER		TOTAL		GRAND
	Federal	State/Local	Federal	State	Federal	State/Local	Federal	State/Local	OMF (1)		Federal	State/Local	Federal	State/Local	TOTAL
1.1 MPO Maint	400,010	100,002	160,800	40,200	25,362	6,341	3,280	820	-	-	-	-	589,452	147,363	736,815
1.2 Citi Partic	42,400	10,600	-	-	20,000	5,000	15,200	3,800	-	-	-	-	77,600	19,400	97,000
1.3 UWP	40,000	10,000	-	-	11,200	2,800	-	-	-	-	-	-	51,200	12,800	64,000
2.1 Data	36,000	9,000	-	-	-	-	12,000	3,000	-	-	-	-	48,000	12,000	60,000
2.2 LRTP	88,000	22,000	-	-	20,000	5,000	12,000	3,000	-	-	-	-	120,000	30,000	150,000
2.5 TD/GIS	68,000	17,000	-	-	-	-	12,000	3,000	-	-	-	-	80,000	20,000	100,000
2.8 Rt. 5	32,000	8,000	-	-	-	-	9,600	2,400	-	-	-	-	41,600	10,400	52,000
3.1 CMS	16,000	4,000	-	-	16,000	4,000	4,800	1,200	-	-	-	-	36,800	9,200	46,000
3.2 Access Mgt	4,000	1,000	-	-	-	-	-	-	-	-	-	-	4,000	1,000	5,000
3.3 ITS	8,000	2,000	-	-	4,000	1,000	4,000	1,000	-	-	-	-	16,000	4,000	20,000
4.1 TIP	144,000	36,000	-	-	24,000	6,000	7,734	1,933	-	-	-	-	175,734	43,933	219,667
5.2 E&D TNS	12,000	3,000	-	-	24,000	6,000	13,600	3,400	-	-	-	-	49,600	12,400	62,000
5.3 Dwt .Cir (2)	-	-	-	-	-	-	-	-	-	-	(2)	(2)	-	-	-
5.5 RMTS	800	200	-	-	24,000	6,000	3,200	800	-	-	-	-	28,000	7,000	35,000
5.6 HSPTCP	800	200	-	-	24,000	6,000	2,400	600	-	-	-	-	27,200	6,800	34,000
5.6 RBRT (5)	-	-	-	-	-	-	-	-	-	-	720,000	180,000	720,000	180,000	900,000
5.8 Rail (3)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
6.1 Int. Modal	40,000	10,000	-	-	-	-	4,000	1,000	-	-	-	-	44,000	11,000	55,000
6.2 IMS/A	-	-	-	-	-	-	-	-	17,500	-	-	-	-	17,500	17,500
6.2 IMS/A (4)	-	-	-	-	-	-	-	-	-	(4)	-	-	-	-	-
7.1 Air Q. Plg.	12,000	3,000	-	-	-	-	1,600	400	-	-	-	-	13,600	3,400	17,000
8.1 Bike/Ped	20,800	5,200	-	-	-	-	6,400	1,600	-	-	-	-	27,200	6,800	34,000
TOTAL (\$)	964,810	241,202	160,800	40,200	192,562	48,141	111,814	27,953	17,500	-	720,000	180,000	2,149,986	554,996	2,704,982

NOTES:

- (1) RRPDC Over Match Funds (OMF) (100 percent RRPDC local funds).
- (2) Work conducted by GRTC staff and/or consultant (UWP information item).
- (3) Work conducted by VDRPT staff and/or consultants (UWP information item).
- (4) Work conducted by VDOT on-call consultant (budgeted at \$152,500 in state funds).
- (5) Added to UWP 1/15/09