



To: TAC and TCC

From: Tyler Meyer, AICP, Transportation Planning Division Manager

Subject: **Unified Planning Work Program FY 2013-2014 Amendment**

Date: February 26, 2014

Background

The Unified Planning Work Program guides MPO planning activities for the fiscal year and identifies a program of work for reimbursement under annual planning grants received under the FHWA and FTA programs. These grants require a 20% local match. The FHWA Section 104(f) PL funds support the MPO's technical work program including some staffing costs, consultant services, and administrative costs.

Need to add Available Unobligated Balance

The 2013-2014 UPWP was adopted on April 17, 2013. A modification is proposed at this time to add additional funding out of unobligated balance in unspent funds left over at the end of the FY 2012-2013.

The purpose of this amendment is to provide funding sufficient to complete this year's work tasks, including staff work, consultant services, and model development activities. Consultant service activities include completing the traffic forecast for R-4707 US 29 at Reedy Fork Parkway, support for the MPO's TIP prioritization methodology, and a newly listed item to assess the costs and benefits of GTA services in the community.

Section 104(f) PL funds (Federal Highway Funds)

- Currently programmed at \$415,209. This includes the FY 13 MPO allocation of \$315,632 plus \$67,910 in prior years unobligated balances and a \$31,669 contribution from NCDOT.
- Matched with \$103,802 in local in-kind services.
- This amendment will add \$130,000 in additional PL funds matched by \$32,500 in local in-kind services.

Recommended Action & Next Steps

- Amend UPWP on February 26th. NCDOT & FHWA approval will follow.

Attachments

- Priority Work Initiatives: Planning activity highlights. Revisions are bolded and underlined.
- UPWP Amendment Table: Distributes planning funds by task code. Figures proposed for revision are bolded and underlined.
- UPWP as adopted April 17, 2013: Included for reference, with proposed changes marked with strikethrough text.
- Task Descriptions: Detailed description of planning activities.
- Resolution Approving the FY 2013-2014 UPWP Amendment

Planning for the transportation future

Priority Work Initiatives

Plans

- Complete the BiPed Plan update including the updated Metropolitan Area Bicycle Map.
- Complete the 2035 Long Range Transportation Plan Update, Congestion Management Process, and transportation conformity process (air quality).
- Coordinate plan development and air quality with other Triad MPOs, PART, and NCDOT. Emphasize freight planning.

Studies

- Conduct feasibility studies to support project development needs. Participate in the regional Piedmont Greenway Feasibility Study coordinated by Kernersville. Conduct studies of other projects as needed, including for Greensboro Transportation Bond projects.
- Conduct corridor or area studies as needed assess potential future project needs and support LRTP development

Projects

- Increase public awareness of pending projects through means including the online Roadway Project Locator tool.
- Participate in the “Merger Team” process to secure environmental permits for area projects.
- Coordinate review and involvement for local government feedback on NCDOT project designs.
- Coordinate with local governments on project development activities and federal funding timelines.
- Give design guidance to NCDOT, the City, and developers on bicycle & pedestrian facility construction.

Land Use

- Support ongoing land-use and comprehensive planning activities throughout the MPO area including through coordinated land-use and transportation planning initiatives. Examples include the City of Greensboro’s Western Area Plan and the Piedmont Triad Sustainable Communities planning project

Transit

- GTA will complete its Transit Services Plan and conduct additional public transportation studies and plans as needed in coordination with the MPO to assess system data to refine services and increase system efficiency, productivity, and responsiveness to community needs for fixed-route, paratransit, and flex-route services. This includes planning for Sunday Service Expansion and the Bus Stop Consolidation Program.
- Work to implement the Human Services Public Transportation Plan including allocating available funds to eligible projects.
- Coordinate with PART on transit planning and service delivery.
- **Conduct a study of the benefits and costs of GTA fixed route and paratransit services.**

Tools and Data

- Work with regional partners to implement Regional Model Work Plan: includes developing freight modeling capacity.
- Continue and further develop data collection activities and capabilities, including for vehicular, pedestrian, and bicycle counts and speed studies. This includes data collection and system monitoring to support the Congestion Management Process Update.

Administration

- Administer the 2012-2018 MTIP and develop the 2014-2020 MTIP.
- Administer the UPWP and MPO planning, meeting, review, and correspondence functions.
- Conduct staff development and training activities as needed to support MPO planning and administration functions. This includes webinars, conferences, and classes.
- Participate in NCAMPO including administrative duties as President
- Implement bicycle and pedestrian education and safety programs including Bike Month (May) and Pedestrian Safety Month (July). Provide bicycle & pedestrian facility design guidance training if needed.

Greensboro Urban Area MPO

FY 2013-2014

UPWP Amendment:

February 26, 2014

TASK CODE	TASK DESCRIPTION	SEC. 104 (f) PL		SECTION 5303			TASK FUNDING SUMMARY			
		Highway / Transit		Transit / Highway			LOCAL	STATE	FEDERAL	TOTAL
		Local 0.20	FHWA 0.80	Local 10%	NCDOT 10%	FTA 80%				
II-A	Surveillance of Change									
II-A-1	Traffic Volume Counts	6,814	27,254				6,814	0	27,254	34,068
II-A-2	Vehicle Miles of Travel	0	0				0	0	0	0
II-A-3	Street System Changes	0	0				0	0	0	0
II-A-4	Traffic Accidents	0	0				0	0	0	0
II-A-5	Transit System Data	5,000	20,000	13,465	13,465	107,720	18,465	13,465	127,720	159,650
II-A-6	Dwelling Unit, Pop. & Emp. Change	0	0				0	0	0	0
II-A-7	Air Travel	0	0				0	0	0	0
II-A-8	Vehicle Occupancy Rates	0	0				0	0	0	0
II-A-9	Travel Time Studies	0	0				0	0	0	0
II-A-10	Mapping	4,120	16,480				4,120	0	16,480	20,600
II-A-11	Central Area Parking Inventory	0	0				0	0	0	0
II-A-12	Bike & Ped. Facilities Inventory	5,225	20,900				5,225	0	20,900	26,125
II-B	Long Range Transp. Plan									
II-B-1	Collection of Base Year Data		0				0	0	0	0
II-B-2	Collection of Network Data		0				0	0	0	0
II-B-3	Travel Model Updates	8,392	33,566				8,392	0	33,566	41,958
II-B-4	Travel Surveys	4,000	16,000				4,000	0	16,000	20,000
II-B-5	Forecast of Data to Horizon year	8,492	33,966				8,492	0	33,966	42,458
II-B-6	Community Goals & Objectives	0	0				0	0	0	0
II-B-7	Forecast of Future Travel Patterns	0	0				0	0	0	0
II-B-8	Capacity Deficiency Analysis	0	0				0	0	0	0
II-B-9	Highway Element of the LRTP	667	2,669				667	0	2,669	3,337
II-B-10	Transit Element of the LRTP	763	3,051				763	0	3,051	3,814
II-B-11	Bicycle & Ped. Element of the LRTP	9,875	39,501				9,875	0	39,501	49,376
II-B-12	Airport/Air Travel Element of LRTP	0	0				0	0	0	0
II-B-13	Collector Street Element of LRTP	477	1,907				477	0	1,907	2,383
II-B-14	Rail, Water or other mode of LRTP	477	1,907				477	0	1,907	2,383
II-B-15	Freight Movement/Mobility Planning	477	1,907				477	0	1,907	2,383
II-B-16	Financial Planning	0	0				0	0	0	0
II-B-17	Congestion Management Strategies	3,392	13,566				3,392	0	13,566	16,958
II-B-18	Air Qual. Planning/Conformity Anal.	3,392	13,566				3,392	0	13,566	16,958
III-A	Planning Work Program	1,250	5,000				1,250	0	5,000	6,250
III-B	Transp. Improvement Program	11,550	46,200				11,550	0	46,200	57,750
III-C	Cvl Rgts. Cmp./Otr .Reg. Reqs.									
III-C-1	Title VI	0	0				0	0	0	0
III-C-2	Environmental Justice	1,131	4,522				1,131	0	4,522	5,653
III-C-3	Minority Business Enterprise	0	0				0	0	0	0
III-C-4	Planning for the Elderly & Disabled	0	0				0	0	0	0
III-C-5	Safety/Drug Control Planning	0	0				0	0	0	0
III-C-6	Public Involvement	3,000	12,000				3,000	0	12,000	15,000
III-C-7	Private Sector Participation	0	0				0	0	0	0
III-D	Incidental Plng./Project Dev.									
III-D-1	Transportation Enhancement Plng.	953	3,814				953	0	3,814	4,767
III-D-2	Enviro. Analysis & Pre-TIP Plng.	953	3,814				953	0	3,814	4,767
III-D-3	Special Studies	41,381	165,522				41,381	0	165,522	206,903
III-D-4	Regional or Statewide Planning	1,250	5,000				1,250	0	5,000	6,250
III-E	Management & Operations	13,274	53,096				13,274	0	53,096	66,370
TOTALS		136,302	545,209	13,465	13,465	107,720	149,767	13,465	652,929	816,161

Greensboro Urban Area MPO
FY 2013-2014
UPWP Administrative Table
As of April 17, 2013

TASK CODE	TASK DESCRIPTION	SEC. 104 (f) PL		SECTION 5303			TASK FUNDING SUMMARY			
		Highway / Transit		Transit / Highway			LOCAL	STATE	FEDERAL	TOTAL
		Local 0.20	FHWA 0.80	Local 10%	NCDOT 10%	FTA 80%				
II-A	<u>Surveillance of Change</u>									
II-A-1	Traffic Volume Counts	6,814	27,254				6,814	0	27,254	34,068
II-A-2	Vehicle Miles of Travel	0	0				0	0	0	0
II-A-3	Street System Changes	0	0				0	0	0	0
II-A-4	Traffic Accidents	0	0				0	0	0	0
II-A-5	Transit System Data	9	9	13,465	13,465	107,720	13,465	13,465	107,720	134,650
II-A-6	Dwelling Unit, Pop. & Emp. Change	0	0				0	0	0	0
II-A-7	Air Travel	0	0				0	0	0	0
II-A-8	Vehicle Occupancy Rates	0	0				0	0	0	0
II-A-9	Travel Time Studies	0	0				0	0	0	0
II-A-10	Mapping	4,120	16,480				4,120	0	16,480	20,600
II-A-11	Central Area Parking Inventory	0	0				0	0	0	0
II-A-12	Bike & Ped. Facilities Inventory	5,225	20,900				5,225	0	20,900	26,125
II-B	<u>Long Range Transp. Plan</u>									
II-B-1	Collection of Base Year Data		0				0	0	0	0
II-B-2	Collection of Network Data		0				0	0	0	0
II-B-3	Travel Model Updates	8,392	33,566				8,392	0	33,566	41,958
II-B-4	Travel Surveys	4,000	16,000				4,000	0	16,000	20,000
II-B-5	Forecast of Data to Horizon year	8,492	33,966				8,492	0	33,966	42,458
II-B-6	Community Goals & Objectives	0	0				0	0	0	0
II-B-7	Forecast of Future Travel Patterns	0	0				0	0	0	0
II-B-8	Capacity Deficiency Analysis	0	0				0	0	0	0
II-B-9	Highway Element of the LRTP	667	2,669				667	0	2,669	3,337
II-B-10	Transit Element of the LRTP	763	3,051				763	0	3,051	3,814
II-B-11	Bicycle & Ped. Element of the LRTP	5,875	23,501				5,875	0	23,501	29,376
II-B-12	Airport/Air Travel Element of LRTP	0	0				0	0	0	0
II-B-13	Collector Street Element of LRTP	477	1,907				477	0	1,907	2,383
II-B-14	Rail, Water or other mode of LRTP	477	1,907				477	0	1,907	2,383
II-B-15	Freight Movement/Mobility Planning	477	1,907				477	0	1,907	2,383
II-B-16	Financial Planning	0	0				0	0	0	0
II-B-17	Congestion Management Strategies	3,392	13,566				3,392	0	13,566	16,958
II-B-18	Air Qual. Planning/Conformity Anal.	3,392	13,566				3,392	0	13,566	16,958
III-A	<u>Planning Work Program</u>	1,250	5,000				1,250	0	5,000	6,250
III-B	<u>Transp. Improvement Program</u>	11,550	46,200				11,550	0	46,200	57,750
III-C	<u>Cvl Rgts. Cmp./Otr .Reg. Reqs.</u>									
III-C-1	Title VI	0	0				0	0	0	0
III-C-2	Environmental Justice	1,131	4,522				1,131	0	4,522	5,653
III-C-3	Minority Business Enterprise	0	0				0	0	0	0
III-C-4	Planning for the Elderly & Disabled	0	0				0	0	0	0
III-C-5	Safety/Drug Control Planning	0	0				0	0	0	0
III-C-6	Public Involvement	3,000	12,000				3,000	0	12,000	15,000
III-C-7	Private Sector Participation	0	0				0	0	0	0
III-D	<u>Incidental Png./Project Dev.</u>									
III-D-1	Transportation Enhancement Png.	953	3,814				953	0	3,814	4,767
III-D-2	Enviro. Analysis & Pre-TIP Png.	953	3,814				953	0	3,814	4,767
III-D-3	Special Studies	23,881	95,522				23,881	0	95,522	119,403
III-D-4	Regional or Statewide Planning	1,250	5,000				1,250	0	5,000	6,250
III-E	<u>Management & Operations</u>	7,274	29,096				7,274	0	29,096	36,370
TOTALS		493,802	445,209	13,465	13,465	107,720	117,267	13,465	522,929	653,661

2013-2014 UPWP Task Descriptions

II-A Surveillance of Change

II-A-1 Traffic Volume Counts

Traffic counts and turning movement counts at specified locations. Maintain ADT counts and database for model calibration and other purposes on arterial, minor arterial, and collector streets and intersections. Produce 2012 -2013 count location and traffic volume maps. Work to integrate pedestrian and bicycle counting through use of Miovision equipment and data processing services. Costs may include staff, equipment, and data processing services.

II-A-5 Transit System Data

GTA will collect data, conduct analysis and document the following planning activities during FY 2014. 1). Evaluation of the fixed route scheduling adherence ; 2) Evaluation of the ADA paratransit scheduling and dispatching; 3) Improving Customer Relations for both fixed route and paratransit services; 4) On going evaluation of the Higher Education Area Transit (HEAT) Service. Additionally, the MPO and GTA staffs will coordinate on integration of transit planning with the LRTP development, travel model development, and TIP processes. These costs cover staff work, as well as consultant support. Also study costs and benefits of GTA fixed route and paratransit services in the community;

II-A-10 Mapping

Maintain the planning area's base maps and geographic data, including updates to the Comprehensive Transportation Plan, Thoroughfare Plan and Long Range Transportation Plan maps, the bicycle route map, and sidewalk maps. These costs generally cover staff and intern work and may include software or equipment purchases as needed as well as data collection costs.

II-A-12 Bike & Pedestrian Facilities Inventory

Collect data and conduct mapping work needed to maintain the MPO inventory of bicycle and pedestrian facilities. This data is used to help identify future sidewalk and bicycle construction and maintenance needs, to guide pedestrian and bicycle improvement planning, and as inputs to multi-modal performance measures. These costs generally cover staff and intern work and may include software or equipment purchases as needed.

II-B Maintenance of Inventories

II-B-3 Travel Model Updates

This work item will include efforts to maintain and refine the Piedmont Triad Regional Travel and develop needed data. Costs will include the MPO's share of routine maintenance and development efforts by the PART staff and corresponding work performed by the MPO staff.

II-B-4 Travel Surveys

Develop and conduct a freight survey to support development of freight modeling capabilities. This work may include contracted services and PART & MPO staff time.

II-B-5 Forecast Data to Horizon Year

Major work initiatives will include updating Piedmont Triad Regional Model socioeconomic data and forecasts to reflect the 2010 Census. This includes revision of the traffic analysis zones and a forecast of socioeconomic data through 2040. Work under this item will include consultant costs (through PART) as well as MPO staff time.

II-B-9 Highway Element of the LRTP

Assess project issues and transportation needs to identify future revisions to the highway element for the Long Range Transportation Plan and Comprehensive Transportation Plan. This will include staff work.

II-B-10 Transit Element of the LRTP

Assess project issues and transportation needs to identify future revisions to the transit element of the Long Range Transportation Plan Update and Comprehensive Transportation Plan. This will include staff work.

II-B-11 Bicycle & Pedestrian Element of the LRTP

Complete the update to the BiPed Plan and assess future revisions to the bicycle & pedestrian element of the LRTP. This will include staff work and may include consultant assistance.

II-B-13 Collector Street Element of LRTP

Update the Collector Street Plan element of the LRTP. This will include staff work.

II-B-14 Rail, Water, or other mode of LRTP

Assess project issues and transportation needs to identify future revisions to the rail element of the Long Range Transportation Plan Update and Comprehensive Transportation Plan. This will include staff work.

II-B-15 Freight Movement/Mobility Planning

Assess freight issues and transportation needs in connection with possible future revisions to the freight element of the Long Range Transportation Plan Update. This will include consultant support and staff work.

II-B-17 Congestion Management Strategies

Conduct data collection and analysis under the Congestion Management Process. This will include staff work.

II-B-18 Air Quality Planning/Conformity Analysis

Develop a conformity analysis and LRTP amendment to the 2035 LRTP to accommodate project changes. Coordinate this conformity work with Triad MPOs, PART, and NCDOT. Also, continue participation in the Statewide interagency consultation process.

III-A Planning Work Program

Administer the FY 2013-2015 UPWP and prepare and process amendments as needed. Evaluate transportation planning work needs and emphasis areas and prepare the FY 2013-2014 UPWP.

III-B Transportation Improvement Plan

Administer the FY 2012-2018 MTIP. Work to develop the 2014 – 2020 MTIP. Administer Local Project Management Program for STP-DA, CMAQ, and transit funds.

III-C Civil Rights Compliance/Other Regulations and Requirements

III-C-1 Title VI

Prepare and submit Title VI compliance documentation as needed. Revise documents including the Limited English Proficiency Plan as needed. This work may be conducted under III-C-2, Environmental Justice.

III-C-2 Environmental Justice

Conduct ongoing Environmental Justice analysis public involvement strategies.

III-C-6 Public Involvement

Continue to provide for an open exchange of information and ideas between the public and transportation decision-makers. Continue to evaluate community concerns regarding transportation issues. Public involvement efforts are a common element of many UPWP task-codes, such as those relating to Transportation Plan development, special studies, and etc. Reassess and refine the Public Participation Plan as appropriate.

III-D Incidental Planning/Project Development

III-D-1 Transportation Enhancement Planning

MAP-21 changed relabeled the *Transportation Enhancement Program* as *Transportation Alternatives* and arranged to suballocate a portion of the funding to TMA MPOs (MPOs with an urbanized area population greater than 200,000). Staff time will be required to administer the project solicitation, review, prioritization and selection processes required for the *Transportation Alternatives Program*.

III-D-2 Environmental Analysis & Pre-TIP Planning

Environmental analysis is an important step as projects are considered for inclusion or modification in the LRTP, at the outset of the project design and environmental phases, and to support MPO involvement in the NEPA/404 Permit Merger Process between NCDOT and the interagency review team. Staff time will be required to carry out these functions.

III-D-3 Special Studies

Special studies include staff time as well as consultant services. Studies anticipate for FY 2013-2014 include:

- Participate in the regional Piedmont Greenway Feasibility Study coordinated by Kernersville
- study East Greensboro/ Guilford County roadway needs;
- study Summerfield traffic issues and roadway needs;
- study other roadway projects as needed to refine project assumptions and/or support future LRTP development;
- study other bicycle & pedestrian projects as needed to refine project assumptions and/or support BiPed completion and/or support future LRTP development; and
- conduct evaluation and analysis as needed to support the TIP Prioritization effort.

III-D-4 Regional or Statewide Planning

Regional planning is conducted in association with the other three MPOs in the Triad, the Piedmont Authority for Regional Transportation and the Rural Planning Organization. This includes participation in PART Board Meetings and regional transportation planning working groups and committees. Examples include the Model Team, the Executive Committee, and the Regional Transit Development plan. This also includes participation in the Sustainable Communities Regional Planning Project.

Statewide planning includes participation in various statewide planning initiatives including the SPOT 3.0 Committee and the activities of the North Carolina Association of Metropolitan Planning Organizations.

III-E Management and Operations

Management and operations includes items such as such as: 1) general MPO administration including conducting TAC and TCC meetings, associated material and presentation development, and correspondence and documentation; 2) a continuing evaluation of administrative practices and the review and implementation of MPO process enhancements including those recommended by the 2013 USDOT MPO Certification review; 3) staff development through professional training courses, seminars, and conferences; 4) subscriptions to professional publications and professional organizational dues; 5) the acquisition of needed software, books, equipment and other materials; 6) other MPO capacity-building efforts for the TAC, TCC and MPO staff; 7) public education and information campaigns for transportation project information as well as bicycle and pedestrian safety education initiatives.

**RESOLUTION AMENDING THE
FY 2013-2014 UNIFIED PLANNING WORK PROGRAM
FOR THE GREENSBORO URBAN AREA**

A motion was made by TAC Member Jeff Phillips and seconded by TAC Member Cheryl McQueary for the adoption of the following resolution, which upon being put to a vote was duly adopted.

WHEREAS, a comprehensive and continuing transportation planning program must be carried out cooperatively in order to ensure that funds for transportation projects are effectively allocated to the Greensboro Urban Area Metropolitan Planning Organization; AND

WHEREAS, the Greensboro Urban Area Metropolitan Planning Organization has been designated as the recipient of USDOT FHWA and FTA Metropolitan Planning Program funds; AND

WHEREAS, members of the Greensboro Urban Area Transportation Advisory Committee agree that the Planning Work Program will effectively advance transportation planning for Fiscal Year 2012-2013; AND

WHEREAS, the resolution modifies the FHWA Section 104(f) PL fund levels to add unobligated balance left over at the end of the FY 2012-2013 UPWP period; AND

NOW THEREFORE be it resolved that the Greensboro Urban Area Transportation Advisory Committee hereby endorses the Fiscal Year 2013-2014 Unified Planning Work Program for the Greensboro Urban Area on this, the 26thth day of February, 2014.

I, Nancy Vaughan, TAC Chair,
(Name of Certifying Official) (Title of Certifying Official)

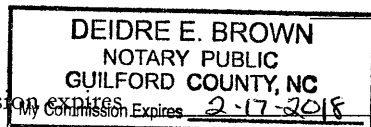
do hereby certify that the above is a true and correct copy of an excerpt from the minutes of a meeting of the Greensboro Urban Area TAC duly held on this, the 26th day of February, 2014.

Nancy Vaughan

Chair, Transportation Advisory Committee

Subscribed and sworn to me on this, the 26th day of February, 2014.

Deidre E. Brown
Notary Public



My commission expires