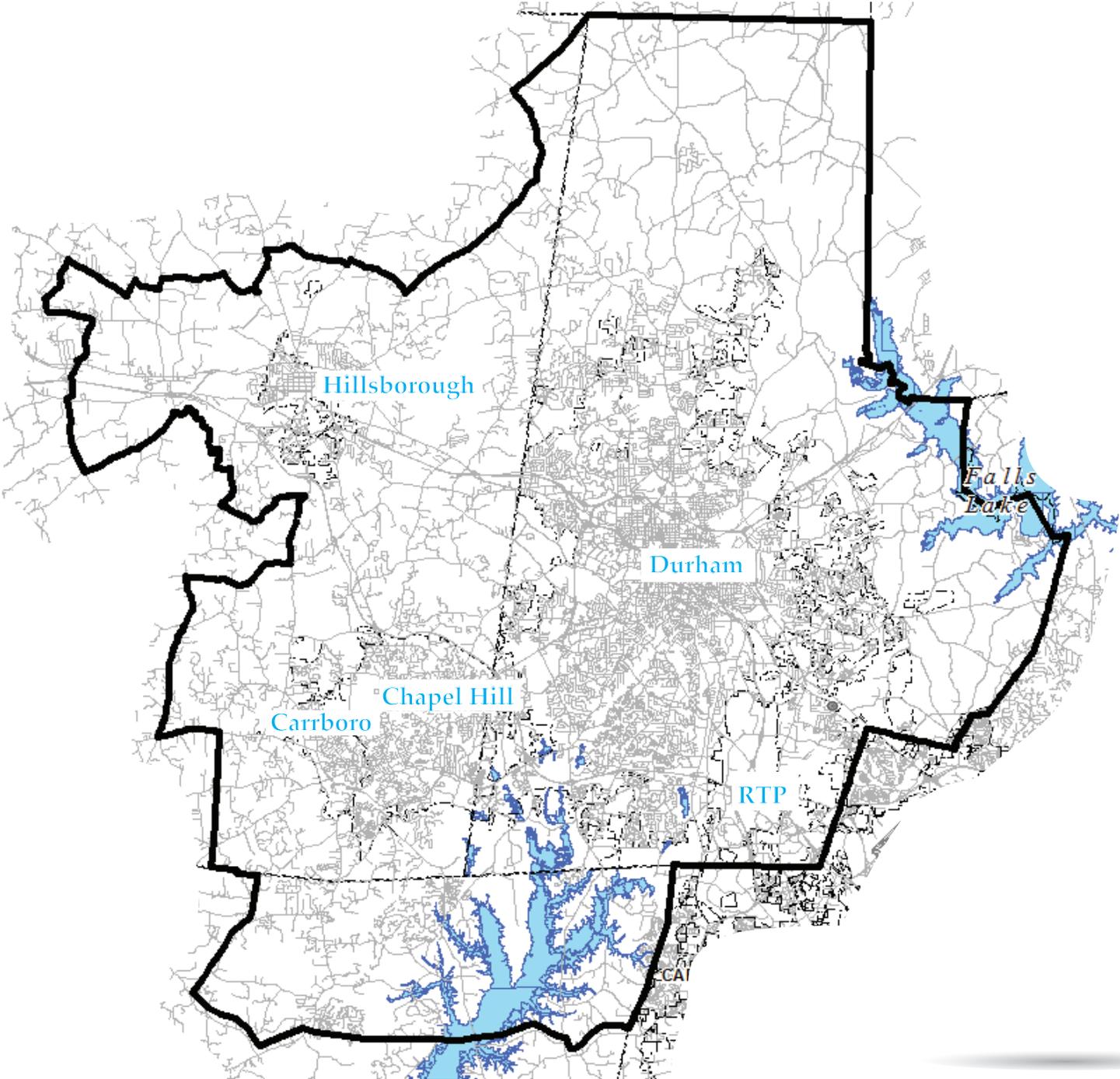


# DCHC- MPO

Durham-Chapel Hill-Carrboro  
Metropolitan Planning Organization

## Unified Planning Work Program

**FY 2018**    Approved 2.8.17



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Durham-Chapel Hill-Carrboro (DCHC)  
Metropolitan Planning Organization (MPO)

**RESOLUTION** (FTA and FHWA)  
Approving the FY 2018 Unified Planning Work  
Program of the DCHC Urban Area MPO

February 8, 2017

A motion was made by MPO Board Member \_\_\_\_\_ and seconded by Board Member \_\_\_\_\_ for the adoption of the following resolution, and 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 DCHC MPO; and

**Whereas**, the City of Durham Department of Transportation has been designated as the recipient of Federal Transit Administration (FTA) Metropolitan Planning Program funds; and

**Whereas**, the City of Durham Department of Transportation has been designated as the recipient of Section 104(f) Planning and Technical Studies Planning grant funds; and

**Whereas**, members of the DCHC MPO Board agree that the Unified Planning Work Program will effectively advance transportation planning for FY 2018.

**Now therefore, be it resolved that the MPO Board hereby endorses the *FY 2018 Unified Planning Work Program for the DCHC MPO Urban Area.***

I, Stephen M. Schewel, Chair of the DCHC MPO Board do hereby certify that the above is a true and correct copy of an excerpt from the minutes of a meeting of the DCHC MPO Board, duly held on the \_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
Stephen M. Schewel, MPO Board Chair  
Durham County, North Carolina

I certify that Stephen M. Schewel personally appeared before me this day acknowledging to me that he signed the forgoing document.

Date: \_\_\_\_\_, 2017

\_\_\_\_\_  
Frederick Brian Rhodes, Notary Public  
My commission expires: May 10, 2020

**RESOLUTION CONFIRMING TRANSPORTATION PLANNING PROCESS**

**RESOLUTION CERTIFYING THE DURHAM-CHAPEL HILL-CARRBORO (DCHC MPO) METROPOLITAN PLANNING ORGANIZATION'S TRANSPORTATION PLANNING PROCESS FOR FY 2018**

**WHEREAS**, the MPO Board has found that the Metropolitan Planning Organization is conducting transportation planning in a continuous, cooperative, and comprehensive manner in accordance with 23 U.S.C. 134 and 49 U.S.C. 1607;

**WHEREAS**, the MPO Board has found the transportation planning process to be in compliance with Sections 174 and 176 (c) and (d) of the Clean Air Act (42 U.S.C. 7504, 7506 (c));

**WHEREAS**, the MPO Board has found the Transportation Planning Process to be in full compliance with Title VI of the Civil Rights Act of 1964 and the Title VI Assurance executed by each State under 23 U.S.C. 324 and 29 U.S.C. 794;

**WHEREAS**, the MPO Board has considered how the Transportation Planning Process will affect the involvement of Disadvantaged Business Enterprises in the FHWA and the FTA funded planning projects (Section 1003(b) of ISTEA of 1991 (Pub. L. 102-240), Sec. 105(f), Pub. L. 97-424, 96 Stat. 2100, 49 CFR part 23);

**WHEREAS**, the MPO Board has considered how the Transportation Planning Process will affect the elderly and the disabled per the provision of the Americans with Disabilities Act of 1990 (Pub. L. 101-336, 104 Stat. 327, as amended) and the U.S. DOT implementing regulations (49 CFR parts 27, 37, and 38);

**WHEREAS**, the DCHC MPO 2016-2025 Metropolitan Transportation Improvement Program is a subset of the currently conforming 2040 Metropolitan Transportation Plan (MTP);

**WHEREAS**, the Transportation Plan has a planning horizon year of 2040, and meets all the requirements for an adequate Transportation Plan,

**NOW THEREFORE**, be it resolved that the DCHC Urban Area MPO Board certifies the transportation planning process for the DCHC Metropolitan Planning Organization on this the \_\_\_\_ day of \_\_\_\_, 2017

---

Stephen M. Schewel,  
Board Chair

---

Clerk/Secretary/Planner

### **Metropolitan Planning Self-Certification Process**

CFR 450.334

The State and the MPO shall annually certify to the FHWA and the FTA that the planning process is addressing the major issues facing the area and is being conducted in accordance with all applicable requirements of:

- Section 134 of title 23 U.S.C., section 8 of the Federal Transit Act (49 U.S.C. app. 1607) and;
- Section 174 and 176 (c) and (d) of the Clean Air Act (42 U.S.C. 7504, 7506 (c) and (d));
- Title VI of the Civil Rights Act of 1964 and Title VI assurance executed by each state under 23 U.S.C. 324 and 29 U.S.C. 794;
- Section 103 (b) of the Intermodal Surface Transportation Efficiency Act of 1991 (Public Law 102-240) regarding the involvement of disadvantaged business enterprises in the FHWA and the FTA funded planning projects; and
- The provisions of the Americans with Disabilities Act of 1990 (Public Law 101-336, 104 Stat. 327, as amended) and U.S. DOT regulations “Transportation for Individuals with Disabilities” (49 CFR parts 27, 37, and 38).

In addition, the following checklist should help guide the MPOs as they review their processes and programs for self-certification.

## Self-Certification Checklist

1. Is the MPO properly designated by agreement between the Governor and 75% of the urbanized area, including the central city, and in accordance in procedures set forth in state and local law (if applicable)? [23 U.S.C. 134 (b); 49 U.S.C. 5303 (c); 23 CFR 450.306 (a)] .  
Response: Yes
2. Does the policy board include elected officials, major modes of transportation providers and appropriate state officials? [23 U.S.C. 134 (b); 49 U.S.C. 5303 (c); 23 CFR 450.306 (i)]  
Response: Yes, the policy board includes elected official/representatives of Durham City, Durham County, Town of Carrboro, Town of Chapel Hill, Town of Hillsborough, Orange County, Chatham County, NCDOT BOT and GoTriangle (regional transit representative).
3. Does the MPO boundary encompass the existing urbanized area and the contiguous area expected to become urbanized within the 20-yr forecast period? [23 U.S.C. 134 (c), 49 U.S.C. 5303 (d); 23 CFR 450.308 (a)]  
Response: Yes
4. Is there a currently adopted Unified Planning Work Program (UPWP)? [23 CFR 450.314]  
Response: Yes.
  - a. Is there an adopted prospectus? Yes
  - b. Are tasks and products clearly outlined? Yes
  - c. Is the UPWP consistent with the MTP? Yes
  - d. Is the work identified in the UPWP completed in a timely fashion? Yes
5. Does the area have a valid transportation planning process? Response : Yes  
[23 U.S.C. 134; 23 CFR 450]
  - a. Is the transportation planning process continuous, cooperative and comprehensive? Yes
  - b. Is there a valid MTP? Yes
  - c. Did the MTP have at least a 20-year horizon at the time of adoption? Yes
  - d. Does it address the 8-planning factors? Yes,
  - e. Does it cover all modes applicable to the area? Yes
  - f. Is it financially constrained? Yes
  - g. Does it include funding for the maintenance and operation of the system? Yes
  - h. Does it conform to the State Implementation Plan (SIP) (if applicable)? Yes
  - i. Is it updated/reevaluated in a timely fashion (at least every 4 or 5 years)? Yes
6. Is there a valid TIP? [23 CFR 450.324, 326, 328, 330, 332] Response: Yes
  - a. Is it consistent with the MTP? Yes
  - b. Is it fiscally constrained? Yes
  - c. Is it developed cooperatively with the state and local transit operators? Yes.
  - d. Is it updated at least every 4-yrs and adopted by the MPO and the Governor? Yes
7. Does the area have a valid CMP? (TMA only) [23 CFR 450.320] Response: Yes
  - a. Is it consistent with the MTP? Yes
  - b. Was it used for the development of the TIP? Yes
  - c. Is it monitored and reevaluated to meet the needs of the area? Yes
8. Does the area have a process for including environmental mitigation discussions in the planning process? Yes

- a. How? Through period meeting with environmental resource agencies and involving the agencies in the MTP process.
  - b. Why not? N/A
9. Does the planning process meet the following requirements? Response: Yes.
- a. 23 U.S.C. 134, 49 U.S.C. 5303, and this subpart;
  - b. In nonattainment and maintenance areas, sections 174 and 176 (c) and (d) of the Clean Air Act, as amended 42 U.S.C. 7504, 7506 (c) and (d)) and 40 CFR part 93;
  - c. Title VI of the Civil Rights Act of 1964, as amended 42 U.S.C. 2000 d-1 and 49 CFR part 21;
  - d. 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
  - e. MAP-21/FAST Act and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects;
  - f. 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
  - g. The provisions of the Americans with Disabilities Act of 1990 42 U.S.C. 12101 et seq. and 49 CFR parts 27, 37, and 38;
  - h. The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
  - i. Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based on gender; and
  - j. Section 504 of the Rehabilitation Act of 1973 29 U.S.C. 794 and 49 CFR part 27 regarding discrimination against individuals with disabilities.
  - k. All other applicable provisions of Federal law. (i.e. Executive Order 12898)
10. Does the area have an adopted PIP/Public Participation Plan? [23 CRR 450.316 (b)(1)]? Yes
- a. Did the public participate in the development of the PIP? Yes
  - b. Was the PIP made available for public review for at least 45-days prior to adoption? Yes.
  - c. Is adequate notice provided for public meetings? Yes.
  - d. Are meetings held at convenient times and at accessible locations? Yes.
  - e. Is the public given an opportunity to provide oral and/or written comments on the planning process? Yes.
  - f. Is the PIP periodically reviewed and updated to ensure its effectiveness? Yes.
  - g. Are plans/program documents available in an electronic accessible format, i.e. MPO website? Yes
11. Does the area have a process for including environmental, state, other transportation, historical, local land use and economic development agencies in the planning process? Yes
- a. How? Through inter-agency coordination, and collaboration
  - b. Why not? N/A

## **DCHC MPO Title VI Assurances**

The Durham-Chapel Hill-Carrboro Metropolitan Planning Organization -DCHCMPO (hereinafter referred to as the “Recipient”) HEREBY AGREES THAT as a condition to receiving any Federal financial assistance from the North Carolina Department of Transportation and the US Department of Transportation it will comply with the Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d-42 (hereinafter referred to as the Act), and all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation. Effectuation of Title VI of the Civil Rights Act of 1964 (hereinafter referred to as the Regulations) and other pertinent directives, to the end that in accordance with the Act, Regulations, and other pertinent directives, no person in the United States shall, on the grounds of race, color, sex, age, national origin or disability be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the Recipient receives Federal financial assistance from the Department of Transportation, including the Federal Highway Administration, and HEREBY GIVES ASSURANCE THAT it will promptly take any measures necessary to effectuate this agreement. This assurance is required by subsection 21.7(a) (1) of the Regulations.

More specifically and without limiting the above general assurance, the Recipient hereby gives the following specific assurances with respect to its Federal-Aid Highway Program:

1. That the Recipient agrees that each “program” and each “facility” as defined in subsections 21.23 (b) and 21.23 (e) of the Regulations, will be (with regard to a “program”) conducted, or will be (with regard to a “facility”) operated in compliance with all requirements imposed by, or pursuant to, the Regulations.
2. That the Recipient shall insert the following notification in all solicitations for bids for work or material subject to the Regulations made in connection with the Federal-Aid Highway Program and, in adapted form in all proposals for negotiated agreements:

The DCHC MPO in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively insure that in any contract entered into pursuant to this advertisement, minority business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

3. That the Recipient shall insert the clauses of Appendix A of this assurance in every contract subject to the Act and the Regulations.
4. That the Recipient shall insert the clauses of Appendix B of this assurance, as a covenant running with the land, in any deed from the United States effecting a transfer of real property, structures, or improvements thereon, or interest therein.
5. That where the Recipient receives Federal financial assistance to construct a facility, or part of a facility, the assurance shall extend to the entire facility and facilities operated in connection therewith.

6. That where the Recipient receives Federal financial assistance in the form, or for the acquisition of real property or an interest in real property, the assurance shall extend to rights to space on, over or under such property.
7. That the Recipient shall include the appropriate clauses set forth in Appendix C of this assurance, as a covenant running with land, in any future deeds, leases, permits, licenses, and similar agreements entered into by the Recipient with other parties: (a) for the subsequent transfer of real property acquired or improved under the Federal-Aid Highway Program; and (b) for the construction or use of or access to space on, over or under real property acquired, or improved under the Federal-Aid Highway program.
8. That this assurance obligates the Recipient for the period during which Federal financial assistance is extended to the program, except where the Federal financial assistance is to provide, or is in the form of, personal property, or real property or interest therein or structures or improvements thereon, in which case the assurance obligates the Recipient or any transferee for the longer of the following periods: (a) the period during which the property is used for a purpose for which the Federal financial assistance is extended, or for another purpose involving the provision of similar services or benefits; or (b) the period during which the Recipient retains ownership or possession of the property.
9. The Recipient shall provide for such methods of administration for the program as are found by the Secretary of Transportation or the official to whom he delegates specific authority to give reasonable guarantee that it, other recipients, subgrantees, contractors, subcontractors, transferees, successors in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the Act, the Regulations and this assurance.
10. The Recipient agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Act, the Regulations, and this assurance.

THIS ASSURANCE is given in consideration of and for the purpose of obtaining any and all Federal grants, loans, contracts, property, discounts or other Federal financial assistance extended after the date hereof to the Recipient under the Federal-Aid Highway Program and is binding on it, other recipients, subgrantees, contractors, subcontractors, transferees, successors in interest and other participants in the Federal-Aid Highway Program. The person or persons whose signatures appear below are authorized to sign this assurance on behalf of the Recipient.

\_\_\_\_\_  
Stephen M. Schewel, MPO Board Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
Felix Nwoko, Ph.D.  
DCHC MPO Manager

\_\_\_\_\_  
Date

## **Introduction**

The DCHC MPO is required by federal regulations to prepare an annual Unified Planning Work Program (UPWP) that details and guides the urban area transportation planning activities. Funding for the UPWP is provided on an annual basis by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA). Essentially, the UPWP provides yearly funding allocations to support the ongoing transportation planning activities of the DCHC MPO. The UPWP must identify MPO planning tasks to be undertaken with the use of federal transportation funds, including highway and transit programs. Tasks are identified by an alphanumeric task code and description. A complete narrative description for each task is more completely described in the *Prospectus for Continuing Transportation Planning for the Durham-Chapel Hill-Carrboro Metropolitan Planning Organization*, approved by the TAC on February 13, 2002. The *Prospectus* was developed by NCDOT in cooperation with MPOs throughout the state.

The UPWP also contains supplemental project descriptions for special projects and Federal Transit Administration (FTA) projects. Special project descriptions are provided by the responsible agency. FTA planning project task descriptions, FTA Disadvantaged Businesses Contracting Opportunities forms, and FTA funding source tables (a subset of the funding source table) are also included in this work program.

The funding source tables reflect available federal planning fund sources and the amounts of non-federal matching funds. The match is provided through either local or state funds or both. Statewide Planning and Research Funds (SPR) may be designated for State use only and reflect the amount of those funds to be expended by the N. C. Department of Transportation, Transportation Planning Branch on DCHC MPO activities. Section 104(f) funds are designated for MPO planning and are used by the Lead Planning Agency to support MPO planning functions. Section 133(b)(3)(7) funds are the portion of STBGP funds flexed to the UPWP for MPO planning. The LPA and MPO jurisdictions use these funds to support the MPO planning functions and regional special projects, such as the Regional Freight Plan, data collection geo-database enterprise update, regional model update and enhancement, Triangle Toll Study, CSX study, NC 98 Corridor Study, travel behavior surveys and onboard transit survey, etc.

The main source of funds for transit planning for Chapel Hill Transit (CHT) and GoDurham (previously known as DATA) is the Federal Transit Administration's Section 5303 funds. These funds are allocated by NCDOT's Public Transportation Division (PTD). Transit agencies can also use portions of their Section 5307 capital and operating funds for planning. These funds must be approved by the MPO Board as part of the UPWP approval process.

## **Proposed FY 2018 UPWP Activities and Emphasis Areas**

MPO activities and emphasis areas for the FY18 UPWP are summarized as follow:

- Development of the 2045 Metropolitan Transportation Plan (MTP)
- Development of the 2018-27 MTIP
- Continue to implement Fast Act Metropolitan Planning requirements
- Continuation of routine planning- TIP, UPWP, Data monitoring, GIS, Public Involvement, AQ, etc.
- Continuation of special and mandated projects/programs: Title VI, LEP, EJ, safety/freight, modeling, TRM V6, land-use, Geocoder, integration of Community Viz with UrbanSim, CMP, transit, CTP, Asset Management Plan for all modes (required for all transit agencies), etc.
- 2016 Estimation Year data collection, inventory, analysis and tabulation for the TRM V7 (to be aligned and streamlined with CMP Data collection efforts)
- 2045 MTP – Public outreach for the draft plan and Plan adoption, etc.

- Preparation of Base Year data collection/inventory and travel survey for the major model update
- Annual (continuous ACS-style) surveys (household, transit onboard, cordon, etc.)
- Regional transit and implementation and update of County transit plans
- Congestion Management Process CMP- State of the System Report
- MPO-wide Mobility Report Card update
- Implementation of the Regional Freight Plan
- Continuation of the MPO website update, enhancement and application (portals) development
- Update and enhancement of the MPO geo-database enterprise
- Other 3-C planning process activities

### **Metropolitan Planning Factors & Federal Requirements**

Federal transportation regulations require DCHC MPO consider specific planning factors when developing transportation plans and programs in the metropolitan area. Current legislation calls for MPOs to conduct planning that:

- Supports the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity and efficiency.
- Increases the safety and security of the transportation system for motorized and non-motorized users.
- Increases the accessibility and mobility options available to people and for freight.
- Protects and enhances the environment, promotes energy conservation, improves quality of life, and promotes consistency between transportation improvements and state and local planned growth and economic development patterns.
- Enhances the integration and connectivity of the transportation system, across and between modes, for people and freight.
- Promotes efficient system management and operation.
- Emphasizes the preservation of the existing transportation system.

Each of these factors is addressed through various work program tasks selected for FY 2018.

### **Public Involvement and Title VI**

Federal legislation requires MPOs to include provisions in the planning process to ensure the involvement of the public in the development of transportation plans and programs including the Metropolitan Transportation Plan, the short-term Transportation Improvement Program, and the annual Unified Planning Work Program. Emphasis is placed on broadening participation in transportation planning to include key stakeholders who have not traditionally been involved, including the business community, members of the public, community groups, and other governmental agencies. Effective public involvement will result in opportunities for the public to participate in the planning process.

### **Metropolitan Transportation Plan (MTP)**

The DCHC MPO is responsible for developing a Metropolitan Transportation Plan (MTP) for a minimum of 20-year time horizon in cooperation with the State, MPO member agencies and with local transit operators. The MTP is produced through a planning process which involves the region's local governments, the North Carolina Department of Transportation (NCDOT), local jurisdictions and citizens of the region. Additionally, representatives from the local offices of the U.S. Department of Transportation (US DOT) Federal Highway Administration (FHWA) and Federal Transit Administration (FTA), North Carolina Department of Environmental Quality (NC DEQ) and the U.S. Environmental Protection Agency (US EPA) provide guidance and participate in the planning process. The Metropolitan Transportation Plan (MTP) must include the following:

- Vision, Goals, and Objectives;

- Land use impacts;
- Identification and assessment of needs;
- Identification of transportation facilities (including major roadways, transit, multimodal and intermodal facilities and intermodal connectors) that function as an integrated metropolitan transportation system;
- A discussion of types of potential environmental mitigation activities and potential areas to carry out these activities;
- A financial plan that demonstrates how the adopted transportation plan can be implemented;
- Operations and management strategies to improve the performance of existing transportation facilities to relieve vehicular congestion and maximize the safety and mobility of people and goods;
- 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; and
- Proposed transportation and transit enhancement activities.

### **Transportation Improvement Program (TIP)**

The DCHCMPO is responsible for developing a Transportation Improvement Program (TIP) for a seven-year time horizon in cooperation with the State, MPO member agencies and with local transit operators. The TIP is produced through a planning process which involves the region's local governments, the NCDOT, local jurisdictions and citizens of the metropolitan area. The TIP must include the following:

- A priority list of proposed federally supported projects and strategies to be carried out within the TIP period;
- Proactive public involvement process;
- A financial plan that demonstrates how the TIP can be implemented; and
- Descriptions of each project in the TIP.

### **Transportation Management Area (TMA)**

Designated TMAs, such as the DCHC MPO, based on urbanized area population over 200,000 must also address the following: Transportation plans must be based on a continuing and comprehensive transportation planning process carried out by the MPO in cooperation with the State and public transportation operators. A Congestion Management Process (CMP) must be developed and implemented that provides for effective management and operation, based on a cooperatively developed and implemented metropolitan-wide strategy of new and existing transportation facilities, through use of travel demand reduction and operations management strategies.

### **Air Quality Conformity Process**

Currently, the DCHC MPO is designated attainment for all National Ambient Air Quality Standards. However, the Triangle region air quality (AQ) partners have decided to continue to implement AQ activities, such as the practice of including AQ components in the Triangle Regional Model and in the Metropolitan Transportation Plan (MTP). There will also be an AQ analysis along the lines of a regional emissions analysis (REA) on the fiscally constrained MTP and the Metropolitan Transportation Improvement Plan (MTIP).

### **FY 2018 Emphasis Areas and Special Projects Descriptions**

Special emphasis projects and new initiatives for the FY2018 UPWP are described below.

#### **Triangle Regional Model (TRM) - Major Model Enhancement**

Upon completion of the TRM-V6, the Triangle Regional Model Service Bureau (TRM-SB) and the regional model stakeholders will commence a substantial revisions and enhancements in order to better respond to the evolving needs and policies of the DCHC MPO and other model stakeholders. One of the

first tasks will be to identify and select model enhancements for implementation based on the needs of the various partners, which include local governments, and, on the feasibility and costs of desired enhancements. Enhancements specifically discussed within the DCHC MPO include; enhancing model precision for small area studies, improving non-motorized models, increasing sensitivity to travel demand management policies, network quality checks, and improved transit ridership forecasting, incorporating tools for policy analysis and responding to policy questions, improving HOV/HOT tools and parking sensitivity enhancements. Additional technical enhancements have also been proposed relative to trip generation, destination choice and mode choice. Integrated land use and transportation modeling is addressed in a separate item below. Specific activities to develop model enhancements include; staff time preparing and evaluating technical proposals for model revision and developing the model, negotiating the scope of enhancements with regional model partners (NCDOT, GoTriangle, CAMPO), consultant assistance in preparing technical specifications and in developing the model, and research and peer contact aimed at assessing the technical merits and operational challenges of the various modeling strategies that will be under consideration. The TRM is a regional project, and it is possible that some enhancements sought by DCHC will not be included in the regional model plan, such as the enhancement of the non-motorized trip. In that case, additional specific activities may include developing extensions to the regional model to meet DCHC's remaining policy needs.

#### **Annual Continuous Travel Behavior Survey (Household Survey)**

Work will continue on the tabulation and analysis of the household survey. Also, estimation of parameter using the household survey will be undertaken during this UPWP period. Due to the changing demographics of the region, the model stakeholders have decided to undertake annual (ACS style) continuous survey. This will improve the model by capturing changing travel behavior and patterns. The existing Triangle Regional Model was calibrated with Travel Behavior Survey (TBS) data collected in 2006. Since then, the region has undergone substantial development and demographic changes. While some of these changes are captured in updates to socio-economic data that is input to the model, including Census 2010, there is much more information from the 2006 survey that needs to be updated in order to prepare more accurate forecasts and also to meet the federal requirements for using the latest planning assumptions. The TBS will collect detailed information on personal and household travel patterns from approximately 1,000 households annually across the Triangle. The sample size for the DCHC planning area will be based on the population. Information about trip purposes, mode choice, travel routes, time of day when travel is undertaken, response to road congestion, average trip distances and durations, and neighborhood and work destination characteristics will likely be gathered in these surveys.

In addition, the new TBS will allow better prediction of transit and non-motorized transportation. Despite the comprehensive character of the current TBS, it under-represents persons who travel by modes other than automobile. Consequently, in order to provide sufficient high-quality data to pursue the MPO's goal of understanding and increasing use of transit and non-motorized travel, the proposed budget also includes a separate transit on-board survey (survey of bus riders) and surveys of bicycle and pedestrian activity and facilities. The benefit to the MPO will be a more accurate and reliable travel demand model that represents and captures local travel behavior and travel patterns.

#### **Community Viz**

The DCHC MPO in concert with CAMPO will continue to undertake the update and enhancement of the Community Viz tool. The primary purpose of the project is to implement a partnering strategy and create a spatial data planning model framework and scenario planning using Community Viz software that will mimic development patterns and intensities and allocate future year socioeconomic data for the jurisdictions within the Triangle Region. The model will be used by DCHC MPO staff to identify regional goals and community values, and explore alternatives for growth, development, and transportation investment. Results from the model will be used in developing the DCHC MPO's next socio-economic forecasts and Metropolitan Transportation Plan.

During FY 2015-16, the DCHC MPO and CAMPO under the leadership of TJCOG joined together to update the first Community Viz0 scenario planning initiative called Connect 2045. That tool provided a platform for a regional socio-economic projection and forecasting. Additionally, it provided an opportunity to explore and debate regional visions for growth, their trade-offs, and alternative development futures. Scenario planning tools, and specifically, Community Viz will be used throughout the planning process to measure and evaluate the impacts of competing development scenarios and major investments in the regional transportation system. Results of the scenario planning initiative will be the update and refinement of socio-economic forecasts.

### **FY 2017-18 Data Collection and Data Management**

The MPO is required by federal regulations and the 3C process to perform continuous data monitoring and maintenance. A number of transportation and traffic conditions will be continuously surveyed and compiled annually to feed into various MPO technical analyses such as modeling, Metropolitan Transportation Plan update, Congestion Management Process, project development, Title VI planning, EJ/LEP demographic profiles, TIP, project prioritization, etc. The following data collection and monitoring tasks will be conducted during the FY 2018 UPWP period:

- 48 hour traffic volume –hourly, bi-directional, classified and 85<sup>th</sup> percentile speed;
- Turning Movement Count during AM, Noon and PM peak periods for cars, trucks, bikes and pedestrians;
- Travel time and speed survey; and
- Pedestrian and bicycle counts at mid-block and intersections (peak counts and 12-hour counts).

Transportation models, Congestion Management Programs, federally mandated performance management/targets, and prioritization are critically dependent on comprehensive, detailed, high-quality input data. In the past, such data have been gathered through an ad-hoc, short-term work effort, and have been used to produce model output for multiple years. As the region grows toward more sophisticated models and, as NCDOT and FHWA move toward detailed data-driven processes, it becomes increasingly desirable to undertake comprehensive and systematic data collection and management for the MPO. The on-going MPO data management program is intended to link the model's input directly to existing databases. More broadly, it is proposed to integrate these external data with existing and new geographic information so that they can be overlaid easily with transportation improvement projects, thoroughfare and corridor plans, updated street centerline locations and other information that will assist policy makers and the public to envision the impact of proposed projects and policies. Specific products to be output by staff and/or consultants include; design of work flow processes and data access strategies to support routine access to relevant information, continued design and update of a centralized database for information that will be used by transportation and land use models, development of presentation tools for the data (using ArcGIS Online), and adjustment of the travel demand model so that it can use directly such detailed data.

### **FY 2018 UPWP Funding Sources**

FY 2018 UPWP funding levels as well as the descriptions of funding sources is summarized below.

**Planning (PL) Section 104(f)** – These funds are Federal Highway Administration (FHWA) funds for urbanized areas, administered by NCDOT. These funds require a 20% match. The PL funding apportionment to the state is distributed to the MPOs through a population-based formula. The proposed Section 104(f) funding level is based on the FAST-ACT Section 104(f) allocation. The statewide section 104(f) funds are distributed among all MPOs based on a formula. The DCHC MPO PL fund allocation for FY 2018 is below.

	<b>MPO Total</b>
Federal PL funds (80%)	\$ 500,000
Local match (20%)	\$ 125,000
<b>Total PL Funds</b>	<b>\$ 625,000</b>

**STBGP** – These funds are the portion of the federal Surface Transportation Block Grant Program (STBGP) funds provided to Transportation Management Areas (TMAs) over 200,000 in population through FHWA. By agreement with the DCHC MPO and NCDOT, a portion of these funds are used for MPO transportation planning activities. STBGP funds proposed to be flexed in the FY 2018 UPWP are shown below:

	<b>MPO Total</b>
Federal STBGP funds (80%)	\$1,047,365
Local match (20%)	\$261,844
<b>Total STBGP Funds</b>	<b>\$1,309,209</b>

**FTA Funds** -Two types of funds are used for transit planning purposes by the DCHC MPO; Section 5303 and Section 5307 funds administered through the Federal Transit Administration (FTA) and the NCDOT Public Transit Division.

**Section 5303** funds are grant monies from FTA that provide assistance to urbanized areas for transit planning. Essentially, the funds are for use in planning and technical studies related to urban public transportation. They are provided from the FTA through the NCDOT-PTD to the MPO transit operators (80% from FTA, 10% from NCDOT-PTD, and 10% local match).

<b>5303</b>	<b>CHT</b>	<b>GoDurham</b>	<b>MPO Total</b>
<b>Federal (80%)</b>	\$137,200	\$142,800	\$280,000
<b>State (10%)</b>	\$17,150	\$17,850	\$35,000
<b>Local (10%)</b>	\$17,150	\$17,850	\$35,000
<b>Total Sect. 5303</b>	\$171,500	\$178,500	\$350,000

**Section 5307** funds can be used for planning as well as other purposes, and are distributed by formula by FTA. The GoDurham, CHT, OPT and GoTriangle (previously known as TTA) are eligible to use Section 5307 funds from the FTA for assistance on a wide range of planning activities. These funds require a 10% local match, which is provided by the City of Durham, the Town of Chapel Hill, Orange County and GoTriangle; and 10% State match which is provided by the Public Transportation Division of NCDOT.

<b>5307</b>	<b>GoDurham</b>	<b>GoTriangle</b>	<b>MPO Total</b>
<b>Federal (80%)</b>	\$236,000	\$684,000	\$920,000
<b>State (10%)</b>	\$29,500	\$85,500	\$115,000
<b>Local (10%)</b>	\$29,500	\$85,500	\$115,000
<b>Total Sect. 5307</b>	\$295,000	\$855,000	\$1,150,000

### Summary of all Funding Sources

	<b>Federal</b>	<b>State</b>	<b>Local</b>	<b>Total</b>
<b>PL/STBGP (FHWA)</b>	\$1,547,365		\$386,844	\$1,934,209
<b>FTA 5303</b>	\$280,000	\$35,000	\$35,000	\$350,000
<b>FTA 5307</b>	\$920,000	\$115,000	\$115,000	\$1,150,000
<b>Total</b>	\$2,747,365	\$150,000	\$536,844	\$3,434,209

### Summary of Federal Funding (80%) by Agency

<b>Agency</b>	<b>FHWA</b>	<b>FTA Transit Planning</b>		<b>Total</b>
	<b>Planning</b>	<b>5303</b>	<b>5307</b>	
Lead Planning Agency	\$1,280,000			\$1,280,000
Carrboro	\$22,567			\$22,567
Chapel Hill	\$25,184	\$137,200		\$162,384
Durham City	\$86,943			\$86,943
Durham County	\$43,042			\$43,042
Orange County	\$34,630			\$34,630
TJCOG	\$55,000			\$55,000
GoDurham		\$142,800	\$236,000	\$378,800
GoTriangle			\$684,000	\$684,000
<b>Total</b>	<b>\$1,547,365</b>	<b>\$280,000</b>	<b>\$920,000</b>	<b>\$2,747,365</b>

### **LPA Local Match Cost Sharing**

To receive the aforementioned federal funds through FHWA, a local match of twenty percent (20%) of the total project cost must be provided. The MPO member agencies contribute to the Lead Planning Agency 20% local match. Each MPO's member agencies' proportionate share of the local match is determined on an annual basis during the development of the UPWP. The following table displays the MPO's member agencies' proportionate share of the local match for FY 2018. The local match shares for member jurisdictions referenced below were determined using population and number of data collection locations/segments. GoTriangle is 7.5% of the total MPO match required for local share of federal funds minus ITRE and data collection expenses and is based on average annual percentage of funds received including 5307 and STBGP.

<b>Agency</b>	<b>Total FY 2018</b>
Durham City	\$171,048
Durham County	\$29,431
Chapel Hill	\$42,875
Carrboro	\$14,669
Hillsborough	\$4,600
Orange County	\$25,622
Chatham County	\$10,608
GoTriangle	\$21,147
Total	\$320,000

### **Certification of MPO Transportation Planning Process**

As part of the annual UPWP adoption process, the MPO is required to certify that it adheres to a transportation planning process that is continuous, cooperative, and comprehensive (ie. the 3-C planning process). The certification resolution is included as part of this work program.

### **Summary of FY 2016 and First Quarter FY 2017 UPWP Accomplishments**

The main emphases of the FY 2016 and first quarter of FY 2017 UPWP were the development of the Comprehensive Transportation Plan, model enhancement, calibration and validation of the Triangle Regional Model, the update of the MPO GIS enterprise, Congestion Management Process, development of an interactive Mobility Report Card, MPO data collection and analysis, update of the MPO Data Management System, evaluation of performance indicators, update of Community Viz Land-use Scenario, State and regional coordination, collaboration on the regional transit activities, and Orange and Durham county transit initiatives. The MPO continued to fulfill State and Federal transportation mandates and requirements including the 3-C transportation process, UPWP planning, SPOT4/STI prioritization, Title VI/EJ/LEP, visualization, administration, management and oversight of grants, etc. The MPO made significant progress in these areas. Major milestones and accomplishments are summarized as follows:

The accomplishments for the FY 2016 and first quarter FY 2017 UPWP are summarized as follows:

1. Development of the DCHC-MPO Comprehensive Transportation Plan (CTP): The LPA and NCDOT Transportation Planning Branch (TPB) worked cooperatively in the development of

- the CTP multi-modal maps and tables. Draft highway, transit, rail, and bicycle-pedestrian maps have been completed and reviewed by the MPO member agencies and the TC subcommittee. Draft CTP is currently under review by NCDOT. MPO adoption is anticipated in Spring 2017.
2. 2045 Metropolitan Transportation Plan (MTP): The finalized draft Goals and Objectives were published for public input and comments consistent with the MPO Public Involvement Policy. Progress was made in the development of the MTP performance measures and targets. Other 2045 MTP accomplishments include: development of SE control and guide totals, refinements and enhancement of the CommunityViz tool, development of preliminary scenarios. etc.
  3. MPO Congestion Management Process (CMP): The MPO commenced work on the update, analyses and mapping associated with the development of the federally required CMP. Tasks accomplished include summarization and analysis of data, measurement of multi-modal transportation system performance, identification of causes of congestion, evaluation of strategies, and preparation of draft report.
  4. MPO Mobility Report Card (MRC): Staff continued to measure and monitor multi-modal transportation system performance. Other accomplishments include a draft state-of-the-system report that focuses on measures of system performance for which data collected on annual basis is used to index overall performance of the MPO transportation system from year to year. Data report included arterial LOS, intersection LOS, transit services, bicycle facilities, sidewalks, safety, etc.
  5. MPO ADA Transition Plan: Staff continued to oversee the development of the DCHC MPO ADA Transition Plan, specifically; update of 508 compliance, preparation of ADA roundtable, assessment of MPO ADA programs, etc.
  6. Federal Certification Review: Prepared responses and answers to the federal review desk review questionnaires and coordinated the certification process including leading the MPO team in the review process.
  7. Regional Freight Plan: Staff continued to serve as the project manager for the development of the Triangle Regional Freight Plan. Work tasks accomplished included but are not limited to:
    - Public outreach and stakeholder engagement.
    - Data collection, inventory and assessment.
    - Development of data needs
    - Establishment of the Freight Stakeholder Advisory Committee
    - Development of freight goals, objectives, performance measures and targets.
    - Analysis of existing conditions and trends.
    - Analysis of freight land-use issues.
  8. Public Involvement Process: Continued to provide the public with complete information, timely notice, and full access to key decisions and opportunities for early and continuing involvement in the 3C process. Also, continued to assess the effectiveness of the DCHC MPO Public Involvement Process and to develop and enhance the process of regional involvement supporting the objectives of the DCHC MPO public Involvement Policy (PIP) and application of federal regulations. Staff continued to explore and apply new and innovative approaches to improve MPO public participation levels and opportunities, especially for

- plans and programs using social media; Facebook and Twitter. Staff continued to oversee the update and the maintenance of the MPO website, including update and enhancement of portals, update of CivicaSoft website system application and update of content management systems. Continued to provide management support for the MPO visualization such as reviewing current AGOL, land-use 3-D, Urban-canvas, MS2 portals and webservers, and suggested updates and enhancements.
9. Safety Analysis and Draft Report: The MPO completed analyses related to bike and pedestrian safety, transit safety and vehicular safety. Other safety-related accomplishments include participating in the North Carolina Safety education initiatives and regional bike and pedestrian safety programs.
  10. Environmental Justice/Title VI: The MPO continued to update and implement EJ and Title VI program including update of demographic profiles and incorporation of comments by FHWA.
  11. Metropolitan Transportation Improvement Program (MTIP): The MPO continued to work on TIP related activities such as prioritization, review of the MPO methodology, local supplement of the STIP, and the development of the draft Metropolitan Transportation Program (MTIP).
  12. Amendments and Administrative Modifications to the MTIP: The MPO processed several amendments and administrative modifications to the 2016-25 MTIP and forwarded to NCDOT to be included in the STIP for BOT approval.
  13. Triangle Regional Model (TRM) Update and Enhancement: The MPO continued to participate in the update and enhancement of the TRM at ITRE. Work tasks accomplished included completion of generation, destination choice and mode choice models, and calibration and validation of 2010 Estimation Year TRM-V6. The MPO is one of the funding partners of the modeling service bureau and continues to provide 0.5 FTE to ITRE Model Service Bureau.
  14. Bicycle lane restriping. The MPO worked with NCDOT Division 5 and Division 7 regarding priorities and plans for restriping roadways scheduled for resurfacing by NCDOT
  15. Other Project Development Planning and NEPA: The LPA continued to participate in the planning of, and the NEPA process for, several on-going NCDOT projects within the MPO. These projects are summarized as follows; I-40 Managed Lanes feasibility studies, US 15-501 Corridor study, US 15-501 feasibility study, Infinity-Latta intersection, NC54 widening project planning, I-40 widening (US15-501 to I-85), several bridge replacement projects, resurfacing projects, etc.
  16. ITS Strategic Deployment Plan (SDP). Work continued on the implementation of the Triangle Regional ITS SDP. This includes linkages of ITP to travel model.
  17. Oversight, Monitoring and Administration of Transit Grants: The MPO continued to process invoices for sub-recipient reimbursements as well continued to administer and monitor transit grants.
  18. Service Requests: Staff performed numerous service requests from the public and member agencies.

19. Management and Operations: Staff continued routine tasks and work elements that encompass the administration and support of the DCHC MPO (3-C transportation planning process) as mandated and required by federal regulations, and has been divided into the following sub- tasks. Specifically, tasks include but are not limited to:
- Provided liaisons between DCHC MPO member agencies, transit providers, CAMPO, NCDOT, NCDEQ, TJCOG, RDU and other organizations at the local, regional, state, and federal levels on transportation related matters, issues and actions.
  - Provided technical assistance to the MPO Board, member agencies, stakeholders, residents, and other member jurisdictions policy bodies.
  - Participated in joint regional technical meetings as a means to continually improve the quality and operation of the transportation planning process and decision making in the Triangle Region.
  - Reviewed and commented on federal and state transportation-related plans, programs, regulations and guidelines, including review of Notice of Proposed Rule Making (NPRM), federal register and literature review of new transportation planning procedures.
  - Provided assistance to the MPO Board and Technical Committee including meeting preparation, agenda and minutes preparation, and follow-up to directives to staff, and support of the agenda management system.
  - Updated and provided support for MPO planning documents as required.
  - Administration and oversight of contracts and fiscal management
20. Assisted with the compliance of federal and state regulations and mandates
21. Performed various supervisory duties and functions

**Chatham County Accomplishments:**

With the increased awareness of rural cyclist safety, Chatham County used FY16 UPWP/STBGP funds to contract with an on call consultant to complete a Bicycle Signage Study, to identify the most appropriate implementation strategy for adding bicycle signage along roadways. Special attention was paid to the different bicycle routes and specific intersections at the American Tobacco Trail. Two technical memorandums came out of the study. The first analyzed the existing conditions detailing road characteristics such as functional classification, ADT, posted speed, latest crash data, historic counts, and speed data, sight line distances, etc. to qualitatively assess the bicycle, pedestrian and motor vehicle traffic in the MPO boundary of the County. The second served as an alternative evaluation that reviewed and assembled guidance regarding signage for bicycle facilities as well as made recommendations on types of bicycle facilities for different roadway classifications and contexts. It also made recommendations for signing of different bicycle facilities; signing of cross state and Chatham County bicycle routes. It also reviewed and assessed the American Tobacco Trail intersections to determine if additional / other crossing treatments are warranted and made recommendations for this Intersection based on MUTCD warrants and FHWA Guidance. Chatham County's Staff, TAC, DCHC MPO Bicycle and Pedestrian Coordinator, Town of Cary, NCDOT, and Bike Enthusiasts were included to obtain additional information, feedback, and input. The County received printed and digital copies of the Memorandums and DVD's with the footage from the O'Kelly Chapel Rd intersection at the American Tobacco Trail.

**City of Durham Accomplishments:**

The City of Durham has used FY 2016 UPWP/STBGP funding for a staff position and to begin the Durham Bike/Walk Plan update.

The staff position, Senior Transportation Planner, is the primary transportation planner for the City of Durham. This position participates in all DCHC MPO meetings and planning activities and serves as the primary liaison between the MPO and the City. In FY 2016, the position's focus has been on coordination with GoTriangle on the Durham-Orange Light Rail Transit project, development of the DCHC MPO FY 2018-2027 Transportation Improvement Program and Comprehensive Transportation Plan, and the start of the City of Durham's Bicycle and Pedestrian Plan.

The City of Durham worked in coordination with GoTriangle on the Final Environmental Impact Statement and Record of Decision for the Durham-Orange Light Rail Transit project. The City reviewed and had input on the selection of the preferred alignment and maintenance facility location. The City reviewed the project's impacts and benefits to properties, local traffic, accessibility, safety, and transportation needs. This resulted in the City's endorsement of the project and completed FEIS/ROD.

The City of Durham also has participated in the development of the FY 2018-2027 TIP with the DCHC MPO. The City submitted potential projects to the MPO, reviewed project data inputs, reviewed the quantitative scores, and requested MPO input points as part of the Prioritization 4.0 effort. The City has also participated in the development of the Comprehensive Transportation Plan. The City reviewed the Thoroughfare Plan, compared with the City's current land use planning documents and development trends, and worked with MPO staff to select draft CTP projects and write problem statements for these projects.

In spring 2016, the City started the development of a new Bicycle and Pedestrian Plan. This plan updates the 2006 plan, combines the two plans into one document, and will include an implementation strategy for future projects. This plan supports the implementation of the MPO's long-range plan for a multi-modal transportation network. The plan will result in an implementation plan that the City will use to identify future projects for the use of federal funds such as TAP, CMAQ, and STBGP.

#### **Town of Hillsborough Accomplishments:**

Town of Hillsborough Pedestrian Retrofit Feasibility Study: The town has a number of locally adopted plans that recommend sidewalk retrofit locations throughout town, but mostly on major state routes. We selected Davenport to help us assess the construction feasibility for a variety of pedestrian improvements along N Churton Street (between Corbin and US 70 bypass) and along US 70 Bypass, a portion which is known locally as Cornelius Street. Improving connectivity in this area would help strengthen the connections of our northern neighborhoods to downtown and provide safe connections to retailers or jobs for less wealthy neighborhoods.

Davenport used a combination of data collection techniques to assess the existing right of way location, utilities, topography, driveways, and potential stormwater concerns along the corridor. They assessed the feasibility of four different construction techniques: a 5-ft sidewalk located on both side of Cornelius located 30 feet from the edge of pavement; a 5-ft sidewalk located on both sides or Cornelius located behind a curb constructed at the edge of pavement; a 5-ft sidewalk located on both sides of Cornelius behind a guardrail located 12 feet from the existing travel lane; and an asphalt multi-use path located along the outside edge of the existing right of way.

While not yet in the TIP, the town does expect US 70 to be widened in the not too distant future. One goal of the study was to see if there was a reasonable installation that could be funded and constructed now to provide the needed connectivity, but would not be inconsistent with the future widening. The town now has two reasonable options to pursue along the Cornelius corridor – the hybrid and the asphalt path. The consultant also provided cost estimates to phase the installation with reasonable end points to create a series of small projects which might be easier to identify funding for. The town will have to prioritize this project in the upcoming local budget process.

The North Churton portion of the project lended itself to only one construction technique – the construction of a 5 foot sidewalk behind the existing curb with a grass strip. This project is expected to be included with other construction projects the town anticipates in the next five years on property it owns in the corridor.

**Town of Carrboro Accomplishments:**

The Town of Carrboro performed substantial planning work on a range of activities under the DCHC-MPO 2015-2016 Unified Planning Work Program. Town staff worked on projects as part of MPO-wide planning efforts, as well as numerous projects specific to the Town of Carrboro.

Carrboro focused its traffic counting efforts on residential traffic calming projects. Over the course of the year traffic calming petition packets were sent to nine residents, resulting in counts and analyses being done in four of those neighborhoods. Town staff held meetings with neighborhood residents and discussed the proposed traffic calming measures with the Transportation Advisory Board. The Town hired a consulting firm to start work on its Downtown Parking Study, and inventoried vehicle and bike parking in the downtown area in preparation for the study kick-off. Town staff continued to provide support to the parking consultant throughout the year.

The Town is pursuing Bicycle Friendly Community gold status and so bike and pedestrian planning continued to be a large part of the Town’s work program. Many hours were spent counting bicyclists and pedestrians as part of Bike Month and Bike/Walk to School days, mapping existing and planned infrastructure, and scoping new facilities in accordance with the Comprehensive Bike Plan.

Town staff pursued various public involvement strategies to seek feedback on community projects, goals and objectives. These efforts included working with advisory boards to review Carrboro Vision 2020, a draft Community Climate Action Plan, Safe Routes to School Implementation Plan and the Comprehensive Bike Plan; collecting public input on bicycle safety in Town; holding neighborhood meetings to discuss ongoing and upcoming projects; and seeking feedback on goals and objectives related to student transportation options.

Town staff worked with MPO staff on elements of the MTP and CTP, including reviewing highway, bicycle and pedestrian facilities; attending Community Viz trainings; checking base year data and population estimates; and attending transit-related planning meetings and phone calls. Additionally, Town staff was heavily involved in the SPOT 4.0 prioritization process and managing local TIP projects. The Homestead-CHHS Multiuse Path was successfully bid and started construction, Morgan Creek Greenway and Rogers Road sidewalk projects continue to move forward, the Bike Loop Detector project is close to being put out to bid, and several municipal agreements have been initiated for other projects. Town staff continued to attend bi-weekly MPO meetings, frequent sub-committee meetings, provide support to Town advisory boards, communicate with elected officials about pertinent transportation-related issues, and attend trainings and conferences as able.

**Orange County Accomplishments:**

Short-Range Transit Planning was also a component of the efforts of Orange County Transportation Planning staff’s work on MPO matters during FY 2016, especially in the early quarters of the year. In particular, staff facilitated grants to program the purchase of service with the Department on Aging; worked substantially on programing new service in coordination with NCDOT; coordinated across a variety of tasks with OPT including preparing public notices and advertising materials, mapping, and conducting a financial analysis; informed regional transit organizations of new transit services, updated online tools, and participated in regional transit initiatives; and worked closely with stakeholders and elected officials to prepare transit services for the urban and rural regions of Orange County that reflect the desires of the public. Additionally, staff assisted with a 5310 grant (Enhanced Mobility of Seniors & Individuals with Disabilities) and reviewed key OPT documents to ensure compliance with both Federal and State law. Transportation Planning staff also put forth significant effort toward coordinating with

GoTriangle on the development of a Park-and-Ride lot in Hillsborough and on the revisions to the Orange County Bus Rail Investment Plan (BRIP).

The Planning Work Program task mostly involved coordination work on the part of Orange County Transportation Planning staff. Specifically, staff prepared the FY 16-17 UPWP request and task narratives, ensured that adequate record-keeping procedures are in place, and coordinated with the MPO on programming the NC 54 corridor study.

With regard to the Transportation Improvement Program (TIP), Orange County worked hand-in-hand with MPO staff, NCDOT, and local stakeholders to program new projects and shepherd them through the SPOT prioritization process. This involved substantial coordination and review as well as numerous presentations to keep key stakeholders aware of new developments in the TIP planning process. Research was also conducted to better understand regional projects, especially at key locations such as the I-40/US 70 connector and along NC 54 west of Carrboro. Additionally, Transportation Planning staff created TIP project maps to aid in the local input component of TIP project prioritization.

The Management and Operations task involved much of the administrative and reporting work that Orange County is required to provide to the MPO. Attendance at TC and MPO Board meetings and other local transportation meetings as well as the preparation of invoices and the review of plans, maps, and studies were performed as part of this task.

#### **Accomplishments & Deliverables:**

- CommunityViz Model Calibration and Verification
- Preparation of the Orange County CTP GIS Files
- Inclusion of New Text to Address Local Access Management Plans in CTP
- Submission of Orange County Priorities for DCHC MPO TIP Local Input Points
- Revisions to OPT Transit Maps
- Coordinated Discussions and Programming of Enhanced Service to the Seymour Center in Chapel Hill

#### **Development Schedule**

The proposed development schedule for this UPWP is below. The schedule provides for the coordination of the UPWP development with the local government budget process and NCDOT deadlines.

<b>Dates</b>	<b>DCHC MPO Activity Description</b>
October 2016-December 2016	Development of draft FY2018 UPWP and coordination with the Oversight Committee and local agencies.
November 4, 2016	Deadline for funding request and supplemental documents to be submitted to MPO by member agencies.
December 21, 2016	TC reviews draft FY2018 UPWP and recommends Board release for public comment.
January 11, 2017	MPO Board reviews draft of FY2018 UPWP and releases draft for public comment.
January 25, 2017	TC receives draft of FY2018 UPWP and recommends Board hold public hearing and approve draft at February Board meeting.
January 31, 2017	Draft FY2018 UPWP submitted to NCDOT/PTD
February 8, 2017	MPO Board holds public hearing and approves draft FY2018 UPWP including approval of self-certification process and local match.
March 31, 2017	Deadline for final FY2018 UPWP to be submitted to NCDOT and FHWA for approval. NCDOT/PTD will submit UPWP to FTA for approval.

**MPO Funding Table - Distribution by Agency**

Receiving Agency	STBGP		Section 104(f)		Section 5303			Section 5307			Funding Summary			
	Sec. 133(b)(3)(7)		PL		Highway/Transit			Transit			Local	NCDOT	Federal	Total
	Local	FHWA	Local	FHWA	Local	NCDOT	FTA	Local	NCDOT	FTA				
	20%	80%	20%	80%	10%	10%	80%	10%	10%	80%				
LPA	\$195,000	\$780,000	\$125,000	\$500,000	\$0	\$0	\$0	\$0	\$0	\$0	\$320,000	\$0	\$1,280,000	\$1,600,000
Carrboro	\$5,641	\$22,567	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,641	\$0	\$22,567	\$28,208
Chapel Hill/CHT	\$6,296	\$25,184	\$0	\$0	\$17,150	\$17,150	\$137,200	\$0	\$0	\$0	\$23,446	\$17,150	\$162,384	\$202,979
Chatham County	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Durham/DATA	\$21,737	\$86,943	\$0	\$0	\$17,850	\$17,850	\$142,800	\$29,500	\$29,500	\$236,000	\$69,087	\$47,350	\$465,743	\$582,180
Durham County	\$10,761	\$43,042	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,761	\$0	\$43,042	\$53,803
Hillsborough	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Orange County	\$8,659	\$34,630	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,659	\$0	\$34,630	\$43,289
TJCOG	\$13,750	\$55,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$13,750	\$0	\$55,000	\$68,750
GoTriangle	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$85,500	\$85,500	\$684,000	\$85,500	\$85,500	\$684,000	\$855,000
NCDOT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Totals</b>	<b>\$261,844</b>	<b>\$1,047,366</b>	<b>\$125,000</b>	<b>\$500,000</b>	<b>\$35,000</b>	<b>\$35,000</b>	<b>\$280,000</b>	<b>\$115,000</b>	<b>\$115,000</b>	<b>\$920,000</b>	<b>\$536,844</b>	<b>\$150,000</b>	<b>\$2,747,366</b>	<b>\$3,434,209</b>

MPO Wide - Detail Funding Tables - All Funding Sources

	Task Description	STBGP 133(b)(3)(7)		Sec. 104(f) PL		Section 5303 Highway/Transit			Section 5307 Transit			Task Funding Summary			
		Local 20%	FHWA 80%	Local 20%	FHWA 80%	Local 10%	NCDOT 10%	FTA 80%	Local 10%	NCDOT 10%	FTA 80%	Local	NCDOT	Federal	Total
<b>II A</b>	<b>Surveillance of Change</b>														
	1 Traffic Volume Counts	8,156	32,624	1,000	4,000	0	0	0	0	0	0	9,156	-	36,624	45,780
	2 Vehicle Miles of Travel	800	3,200	400	1,600	0	0	0	0	0	0	1,200	-	4,800	6,000
	3 Street System Changes	1,238	4,950	1,120	4,480	0	0	0	0	0	0	2,358	-	9,430	11,788
	4 Traffic Accidents	2,000	8,000	1,080	4,320	0	0	0	0	0	0	3,080	-	12,320	15,400
	5 Transit System Data	1,600	6,400	1,200	4,800	8,742	8,742	69,936	5,278	5,278	42,224	16,820	14,020	123,360	154,200
	6 Dwelling Unit, Pop. & Emp. Change	8,648	34,592	5,000	20,000	435	435	3,480	0	0	0	14,083	435	58,072	72,590
	7 Air Travel	400	1,600	100	400	0	0	0	0	0	0	500	-	2,000	2,500
	8 Vehicle Occupancy Rates	0	0	0	0	0	0	0	0	0	0	-	-	-	-
	9 Travel Time Studies	400	1,600	1,800	7,200	0	0	0	0	0	0	2,200	-	8,800	11,000
	10 Mapping	20,804	83,215	4,800	19,200	3,610	3,610	28,880	0	0	0	29,214	3,610	131,295	164,119
	11 Central Area Parking Inventory	1,968	7,873	400	1,600	870	870	6,960	0	0	0	3,238	870	16,433	20,541
	12 Bike & Ped. Facilities Inventory	831	3,324	1,000	4,000	952	952	7,616	0	0	0	2,783	952	14,940	18,675
	13 Bike & Ped. Counts	1,195	4,780	1,000	4,000	656	656	5,248	0	0	0	2,851	656	14,028	17,535
<b>II-B</b>	<b>Long Range Transp. Plan (MTP)</b>														
	1 Collection of Base Year Data	0	0	0	0	268	268	2,140	0	0	0	268	268	2,140	2,675
	2 Collection of Network Data	400	1,600	800	3,200	0	0	0	0	0	0	1,200	-	4,800	6,000
	3 Travel Model Updates	39,080	156,320	11,928	47,714	0	0	0	0	0	0	51,008	-	204,034	255,042
	4 Travel Surveys	0	0	5,000	20,000	0	0	0	0	0	0	5,000	-	20,000	25,000
	5 Forecast of Data to Horizon year	3,400	13,600	240	960	0	0	0	0	0	0	3,640	-	14,560	18,200
	6 Community Goals & Objectives	127	509	1,330	5,320	0	0	0	0	0	0	1,457	-	5,829	7,286
	7 Forecast of Future Travel Patterns	0	0	1,100	4,400	0	0	0	0	0	0	1,100	-	4,400	5,500
	8 Capacity Deficiency Analysis	5,360	21,440	2,400	9,600	0	0	0	0	0	0	7,760	-	31,040	38,800
	9 Highway Element of th MTP	6,100	24,402	3,800	15,200	0	0	0	0	0	0	9,900	-	39,602	49,502
	10 Transit Element of the MTP	10,562	42,245	3,800	15,200	326	326	2,608	483	483	3,864	15,171	809	63,917	79,897
	11 Bicycle & Ped. Element of the MTP	11,644	46,576	3,200	12,800	0	0	0	0	0	0	14,844	-	59,376	74,220
	12 Airport/Air Travel Element of MTP	1,120	4,480	200	800	0	0	0	0	0	0	1,320	-	5,280	6,600
	13 Collector Street Element of MTP	1,794	7,176	600	2,400	0	0	0	0	0	0	2,394	-	9,576	11,970
	14 Rail, Water or other mode of MTP	1,640	6,560	0	0	0	0	0	0	0	0	1,640	-	6,560	8,200
	15 Freight Movement/Mobility Planning	3,000	12,000	200	800	0	0	0	0	0	0	3,200	-	12,800	16,000
	16 Financial Planning	1,000	4,000	480	1,920	979	979	7,832	9,364	9,364	74,912	11,823	10,343	88,664	110,830
	17 Congestion Management Strategies	12,593	50,373	6,000	24,000	1,057	1,057	8,452	0	0	0	19,650	1,057	82,825	103,531
	18 Air Qual. Planning/Conformity Anal.	1,360	5,440	1,600	6,400	0	0	0	0	0	0	2,960	-	11,840	14,800
<b>II-C</b>	<b>Short Range Transit Planning</b>														
	Short Range Transit Planning	1,829	7,314	0	0	2,610	2,610	20,880	10,058	10,058	80,464	14,497	12,668	108,658	135,823
<b>III-A</b>	<b>Planning Work Program</b>														
	Planning Work Program	8,220	32,877	4,000	16,000	1,479	1,479	11,832	0	0	0	13,699	1,479	60,709	75,887
<b>III-B</b>	<b>Transp. Improvement Plan</b>														
	TIP	13,729	54,921	5,662	22,646	3,202	3,202	25,616	969	969	7,752	23,562	4,171	110,935	138,668
<b>III-C</b>	<b>Cvl Rgts. Cmp./Otr .Reg. Reqs.</b>														
	1 Title VI	2,218	8,869	1,000	4,000	326	326	2,608	350	350	2,800	3,894	676	18,277	22,847
	2 Environmental Justice	2,083	8,332	1,640	6,560	0	0	0	0	0	0	3,723	-	14,892	18,615
	3 Minority Business Enterprise	0	0	400	1,600	0	0	0	0	0	0	400	-	1,600	2,000
	4 Planning for the Elderly & Disabled	526	2,105	400	1,600	0	0	0	0	0	0	926	-	3,705	4,631
	5 Safety/Drug Control Planning	3,006	12,023	1,800	7,200	0	0	0	0	0	0	4,806	-	19,223	24,029
	6 Public Involvement	10,720	42,878	3,760	15,040	326	326	2,608	937	937	7,496	15,743	1,263	68,022	85,028
	7 Private Sector Participation	0	0	0	0	0	0	0	0	0	0	-	-	-	-
	Totals	0	0	0	0	0	0	0	0	0	0	-	-	-	-
<b>III-D</b>	<b>Incidental Plng./Project Dev.</b>														
	1 Transportation Enhancement Plng.	0	0	0	0	0	0	0	0	0	0	-	-	-	-
	2 Enviro. Analysis & Pre-TIP Plng.	8,528	34,110	2,400	9,600	436	436	3,488	0	0	0	11,364	436	47,198	58,998
	3 Special Studies	27,382	109,528	14,000	56,000	457	457	3,656	85,500	85,500	684,000	127,339	85,957	853,184	1,066,480
	4 Regional or Statewide Planning	21,400	85,598	3,600	14,400	1,447	1,447	11,572	0	0	0	26,447	1,447	111,570	139,463
<b>III-E</b>	<b>Management &amp; Operations</b>														
	1 Management & Operations	14,983	59,931	24,760	99,040	6,824	6,824	54,588	2,061	2,061	16,488	48,628	8,885	230,047	287,559
	<b>Totals</b>	<b>\$261,844</b>	<b>\$1,047,365</b>	<b>\$125,000</b>	<b>\$500,000</b>	<b>\$35,000</b>	<b>\$35,000</b>	<b>\$280,000</b>	<b>\$115,000</b>	<b>\$115,000</b>	<b>\$920,000</b>	<b>\$536,844</b>	<b>\$150,000</b>	<b>\$2,747,365</b>	<b>\$3,434,209</b>

LPA

	Task Description	STBGP 133(b)(3)(7)		Sec. 104(f) PL		Section 5303 Highway/Transit			Section 5307 Transit			Task Funding Summary			
		Local 20%	FHWA 80%	Local 20%	FHWA 80%	Local 10%	NCDOT 10%	FTA 80%	Local 10%	NCDOT 10%	FTA 80%	Local	NCDOT	Federal	Total
<b>II A Surveillance of Change</b>															
1	Traffic Volume Counts	\$8,000	\$32,000	\$1,000	\$4,000	\$0	\$0	\$0	\$0	\$0	\$0	\$9,000	\$0	\$36,000	\$45,000
2	Vehicle Miles of Travel	\$800	\$3,200	\$400	\$1,600	\$0	\$0	\$0	\$0	\$0	\$0	\$1,200	\$0	\$4,800	\$6,000
3	Street System Changes	\$1,000	\$4,000	\$1,120	\$4,480	\$0	\$0	\$0	\$0	\$0	\$0	\$2,120	\$0	\$8,480	\$10,600
4	Traffic Accidents	\$2,000	\$8,000	\$1,080	\$4,320	\$0	\$0	\$0	\$0	\$0	\$0	\$3,080	\$0	\$12,320	\$15,400
5	Transit System Data	\$1,600	\$6,400	\$1,200	\$4,800	\$0	\$0	\$0	\$0	\$0	\$0	\$2,800	\$0	\$11,200	\$14,000
6	Dwelling Unit, Pop. & Emp. Change	\$8,000	\$32,000	\$5,000	\$20,000	\$0	\$0	\$0	\$0	\$0	\$0	\$13,000	\$0	\$52,000	\$65,000
7	Air Travel	\$400	\$1,600	\$100	\$400	\$0	\$0	\$0	\$0	\$0	\$0	\$500	\$0	\$2,000	\$2,500
8	Vehicle Occupancy Rates	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9	Travel Time Studies	\$400	\$1,600	\$1,800	\$7,200	\$0	\$0	\$0	\$0	\$0	\$0	\$2,200	\$0	\$8,800	\$11,000
10	Mapping	\$16,000	\$64,000	\$4,800	\$19,200	\$0	\$0	\$0	\$0	\$0	\$0	\$20,800	\$0	\$83,200	\$104,000
11	Central Area Parking Inventory	\$1,800	\$7,200	\$400	\$1,600	\$0	\$0	\$0	\$0	\$0	\$0	\$2,200	\$0	\$8,800	\$11,000
12	Bike & Ped. Facilities Inventory	\$400	\$1,600	\$1,000	\$4,000	\$0	\$0	\$0	\$0	\$0	\$0	\$1,400	\$0	\$5,600	\$7,000
13	Bike & Ped. Counts	\$1,000	\$4,000	\$1,000	\$4,000	\$0	\$0	\$0	\$0	\$0	\$0	\$2,000	\$0	\$8,000	\$10,000
<b>II B Long Range Transp. Plan (MTP)</b>															
1	Collection of Base Year Data	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2	Collection of Network Data	\$400	\$1,600	\$800	\$3,200	\$0	\$0	\$0	\$0	\$0	\$0	\$1,200	\$0	\$4,800	\$6,000
3	Travel Model Updates	\$39,080	\$156,320	\$11,928	\$47,714	\$0	\$0	\$0	\$0	\$0	\$0	\$51,008	\$0	\$204,034	\$255,042
4	Travel Surveys	\$0	\$0	\$5,000	\$20,000	\$0	\$0	\$0	\$0	\$0	\$0	\$5,000	\$0	\$20,000	\$25,000
5	Forecast of Data to Horizon year	\$400	\$1,600	\$240	\$960	\$0	\$0	\$0	\$0	\$0	\$0	\$640	\$0	\$2,560	\$3,200
6	Community Goals & Objectives	\$0	\$0	\$1,330	\$5,320	\$0	\$0	\$0	\$0	\$0	\$0	\$1,330	\$0	\$5,320	\$6,650
7	Forecast of Future Travel Patterns	\$0	\$0	\$1,100	\$4,400	\$0	\$0	\$0	\$0	\$0	\$0	\$1,100	\$0	\$4,400	\$5,500
8	Capacity Deficiency Analysis	\$5,360	\$21,440	\$2,400	\$9,600	\$0	\$0	\$0	\$0	\$0	\$0	\$7,760	\$0	\$31,040	\$38,800
9	Highway Element of th MTP	\$3,112	\$12,448	\$3,800	\$15,200	\$0	\$0	\$0	\$0	\$0	\$0	\$6,912	\$0	\$27,648	\$34,560
10	Transit Element of the MTP	\$3,964	\$15,856	\$3,800	\$15,200	\$0	\$0	\$0	\$0	\$0	\$0	\$7,764	\$0	\$31,056	\$38,820
11	Bicycle & Ped. Element of the MTP	\$7,200	\$28,800	\$3,200	\$12,800	\$0	\$0	\$0	\$0	\$0	\$0	\$10,400	\$0	\$41,600	\$52,000
12	Airport/Air Travel Element of MTP	\$1,120	\$4,480	\$200	\$800	\$0	\$0	\$0	\$0	\$0	\$0	\$1,320	\$0	\$5,280	\$6,600
13	Collector Street Element of MTP	\$1,794	\$7,176	\$600	\$2,400	\$0	\$0	\$0	\$0	\$0	\$0	\$2,394	\$0	\$9,576	\$11,970
14	Rail, Water or other mode of MTP	\$1,400	\$5,600	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,400	\$0	\$5,600	\$7,000
15	Freight Movement/Mobility Planning	\$3,000	\$12,000	\$200	\$800	\$0	\$0	\$0	\$0	\$0	\$0	\$3,200	\$0	\$12,800	\$16,000
16	Financial Planning	\$1,000	\$4,000	\$480	\$1,920	\$0	\$0	\$0	\$0	\$0	\$0	\$1,480	\$0	\$5,920	\$7,400
17	Congestion Management Strategies	\$11,340	\$45,360	\$6,000	\$24,000	\$0	\$0	\$0	\$0	\$0	\$0	\$17,340	\$0	\$69,360	\$86,700
18	Air Qual. Planning/Conformity Anal.	\$1,360	\$5,440	\$1,600	\$6,400	\$0	\$0	\$0	\$0	\$0	\$0	\$2,960	\$0	\$11,840	\$14,800
<b>II C Short Range Transit Planning</b>															
1	Short Range Transit Planning	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>III-A Planning Work Program</b>															
	Planning Work Program	\$5,800	\$23,200	\$4,000	\$16,000	\$0	\$0	\$0	\$0	\$0	\$0	\$9,800	\$0	\$39,200	\$49,000
<b>III-B Transp. Improvement Plan</b>															
	TIP	\$7,800	\$31,200	\$5,662	\$22,646	\$0	\$0	\$0	\$0	\$0	\$0	\$13,462	\$0	\$53,846	\$67,308
<b>III-C Cvl Rgts. Cmp./Otr .Reg. Reqs.</b>															
1	Title VI	\$2,000	\$8,000	\$1,000	\$4,000	\$0	\$0	\$0	\$0	\$0	\$0	\$3,000	\$0	\$12,000	\$15,000
2	Environmental Justice	\$1,800	\$7,200	\$1,640	\$6,560	\$0	\$0	\$0	\$0	\$0	\$0	\$3,440	\$0	\$13,760	\$17,200
3	Minority Business Enterprise	\$0	\$0	\$400	\$1,600	\$0	\$0	\$0	\$0	\$0	\$0	\$400	\$0	\$1,600	\$2,000
4	Planning for the Elderly & Disabled	\$400	\$1,600	\$400	\$1,600	\$0	\$0	\$0	\$0	\$0	\$0	\$800	\$0	\$3,200	\$4,000
5	Safety/Drug Control Planning	\$2,800	\$11,200	\$1,800	\$7,200	\$0	\$0	\$0	\$0	\$0	\$0	\$4,600	\$0	\$18,400	\$23,000
6	Public Involvement	\$8,800	\$35,200	\$3,760	\$15,040	\$0	\$0	\$0	\$0	\$0	\$0	\$12,560	\$0	\$50,240	\$62,800
7	Private Sector Participation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>III-D Incidental Png./Project Dev.</b>															
1	Transportation Enhancement Png.	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2	Enviro. Analysis & Pre-TIP Png.	\$3,470	\$13,880	\$2,400	\$9,600	\$0	\$0	\$0	\$0	\$0	\$0	\$5,870	\$0	\$23,480	\$29,350
3	Special Studies	\$24,000	\$96,000	\$14,000	\$56,000	\$0	\$0	\$0	\$0	\$0	\$0	\$38,000	\$0	\$152,000	\$190,000
4	Regional or Statewide Planning	\$4,400	\$17,600	\$3,600	\$14,400	\$0	\$0	\$0	\$0	\$0	\$0	\$8,000	\$0	\$32,000	\$40,000
<b>III-E Management &amp; Operations</b>															
1	Management & Operations	\$11,800	\$47,200	\$24,760	\$99,040	\$0	\$0	\$0	\$0	\$0	\$0	\$36,560	\$0	\$146,240	\$182,800
<b>Totals</b>		<b>\$195,000</b>	<b>\$780,000</b>	<b>\$125,000</b>	<b>\$500,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$320,000</b>	<b>\$0</b>	<b>\$1,280,000</b>	<b>\$1,600,000</b>

**December 2016**  
**DCHC MPO**  
**LEAD PLANNING**  
**AGENCY (LPA)**

**Felix Nwoko, MPO Manager**  
 Administration of the MPO  
 Management/Operation of MPO (3C)  
 State and regional coordination  
 MPO Policy and programs  
 Technical project management  
 NEPA Project planning & Air Quality Conformity  
 Civil Rights/Title VI

**Yangping Zhang – Model, Technical Team Lead**  
 Modeling  
 Technical  
 Special Projects  
 Lane use modeling  
 Air Quality Analysis  
 Performance Measures

**Andy Henry - LRTP/CTP**  
 MTP/CTP & Collector Street planning  
 Implementation of planning factors  
 Land Use/SE data  
 Air Quality Conformity & Public Involvement

**Dale Mckeel – Bicycle & Pedestrian Planning & Programming**  
 Bike-Pedestrian planning activities  
 Education, Enforcement, Engineering  
 Safety, TDM, & Public Involvement  
 Safe Routes to School/Transportation Alternatives  
 NEPA Project Planning

**KoSok Chae, CMP**  
 CMP  
 Data monitoring  
 Surveillance of change  
 ITS  
 Traffic analysis  
 Planning/Operations  
 Coordination (DynSmart)

**Mike Bruff – Modeling/Technical**  
 Modeling  
 Technical support  
 Demographic/behavioral data  
 Staff support to the TRM Service Bureau

**Brian Rhodes – Technician, Graphic & GIS Support**  
 MTP/CTP  
 Collector Street planning  
 Implementation of planning factors  
 Land Use/SE data & Public Involvement

**Durmus Cesur – Database/Systems Administrator**  
 GIS oversight  
 Database administration  
 Website management and administration  
 Interactive GIS

**Margaret Scully – Grant and Fiscal Management & Oversight**  
 UPWP development and management  
 Grant administration & program oversight  
 5307/5340/5310/5339 apportionment  
 Funding (CMAQ/STPDA)

**Interns/Temporary Part-Time**  
 Data Collection, mining analyses  
 GIS/Geo-Spatial Analyses  
 Operation coordination  
 Data support & management  
 Civil Rights/Title VI  
 Environmental Justice/LEP  
 Minutes preparation  
 Board/TC meeting support

**Aaron Cain – MPO Board/TC**  
 MPO Board/TC liaison  
 3-C Process & TIP/SPOT  
 Mobility Funds & Public Involvement  
 Project Prioritization

## **DCHC MPO Task Description and Summary Narrative**

### **II-A: Surveillance of Change**

The MPO is required by federal regulations and the 3C process to perform continuous data monitoring and maintenance. A number of transportation and socio-economic/demographic conditions will be continuously surveyed and compiled annually to feed into various MPO technical analyses such as modeling, Metropolitan Transportation Plan update, Congestion Management Process, Mobility Report Card project development, Title VI planning, EJ/LEP demographic profiles, TIP, project prioritization, etc. The following data collection and monitoring tasks will be conducted during the FY 2016 UPWP period.

#### **Task II-A-1: Traffic Volume Counts**

The Lead Planning Agency (LPA) will continue to collect tabulate and analyze traffic counts and turning movement counts at specified locations. This task includes maintaining ADT counts and database for model calibration on arterial, minor arterial, and collector streets. The LPA will continue routine traffic counts data collection as part of the annual count program as well as on screen lines and cut lines for model validation. These counts will augment triennial traffic counts collected by NCDOT. Traffic counts will include daily, hourly, vehicle classification, or turning movements. The MPO agencies will be responsible for supplementing counts at specified locations within their jurisdiction and for furnishing the raw daily traffic counts, count information, and location maps to the Lead Planning Agency (LPA). The Traffic count data will feed into the MPO Congestion Management Process (CMP), Triangle Regional Model (TRM) maintenance and update, MPO GIS and Safety and Freight planning, TIP prioritization, and federally required performance measurement and establishment of targets.

#### **Task II-A-2: Vehicle Miles of Travel (VMT) Person Miles of Travel (PMT)**

The LPA will continue to tabulate VMT by functional classification and County. As specified by the Metropolitan Transportation Plan Goals, Objectives and Targets, annual VMT growth will be monitored and compared to the MTP Targets. The MPO will continue to refine the methodology for tracking multi-modal PMT. This information will help to develop performance measures required by MAP 21 and also help determine if the Plan targets are being met. This will feed into the Highway Performance Monitoring System (HPMS), CMP and the Mobility Report Card. The LPA will continue to generate VMT metric from the Triangle Regional Model.

#### **Task II-A-3: Street System Mileage Change**

The MPO will continue to update inventory of improvements to municipal street system and update the inventory of signalization on existing major streets to provide accurate inputs for the Triangle Regional Model (TRM). The MPO will monitor changes in street mileage systems from previous years and summarize inventory by functional classification. The MPO will continue to update HERE (formerly NAVTEQ) street file and attribute data. The MPO municipalities (Town of Chapel Hill, the Town of Carrboro, and the City of Durham) will continue to gather from the NCDOT Division 7 and 5 offices and compile in database, improvements to the state highway system, whether planned, underway, or completed. Each municipality will compile and maintain similar records for its municipal street system. The MPO municipalities participating in the Powell Bill Program will certify street mileage maintained during this fiscal year. The product of this task will feed into the MPO GIS and data management system. The objective is that, periodically or as changes or additions to the major street system occur, street inventory will be updated and be current through the proposed data automation and management system. This data will also feed into the MPO Performance measures as required by federal regulations.

#### **Task II-A-4: Traffic Accidents (Crash/Safety)**

The LPA will continue to collect, tabulate and analyze route traffic accident data from TEES and prepare a summary and analysis of high accident locations by mode as well as compare data analysis to previous

years' results. Crash data will include auto, bike and pedestrian crashes for the latest three (3) year period within the MPO Metropolitan Planning Boundary. This task will align, build off of and support the safety work of the NCDOT as required by federal regulations. The task will feed into the MPO Congestion Management Process (CMP), MPO MTIP ranking and project prioritization, SPOT, Mobility funds and Urban Loop funds prioritization, etc. The LPA will update the geo-spatial application that will map, manage and analyze crash data in a way that will allow planners, engineers and the public to better understand crashes with our region. The analytical tool will also allow the MPO to formulate public policy with our entities that will reduce crashes and improve public safety..

#### Task II-A-5: Transit System Data

The LPA will continue to undertake a comprehensive transit system data collection effort during this fiscal year. Transit data will be collected for the MPO transit providers, GoDurham (formerly Durham Area Transit Authority), Chapel Hill Transit (CHT), GoTriangle (formerly Triangle Transit Authority) and Duke University Transit. This will include APC data to evaluate transit service performance, route productivity, and develop standards. Transit operators will identify strengths and weaknesses of service by route in order to assess service barriers and future options. Information will be used to monitor service and meet FTA NTD reporting requirements. APC data will be summarized and tabulated for CHT, GoDurham, Duke and GoTriangle as follows: stop level, trip level, time period (peak/non peak) level, segment by trip, segment by time period, spatial analysis (TAZ and Census Tract) and micro analysis (system level).

#### Task II-A-6: Dwelling Unit / Population and Employment Changes

The LPA will continue to maintain inventory of dwelling units and population to track changes and to compare with assumptions used in the adopted MTP and CTP. Changes in development will be used to determine needed changes in transportation services and how well developments compare to current and projected demands. The LPA continues to review developments to assess impacts to the 2040 Metropolitan Transportation Plan (2040 MTP), socio-economic and demographic data for MTP update, update of Community Viz land-use scenario planning, land-use model update, and transportation project development. Changes in dwelling units and employment within the MPO will be identified and evaluated to determine accuracy and consistency with the socio-economic forecast. The MPO will review and tabulate Census data, local parcel, zoning, tax data records, InfoUSA, and Employment Security Commission data as part of this monitoring task. The MPO will continue work on the update and enhancement of the MPO GIS enterprise and the Employment Analyst.

#### Task II-A-7: Air Travel

The MPO will continue to undertake routine collection of travel and passenger data at the Raleigh-Durham International Airport (RDU): Data to be collected and analyzed include but are not limited to number of daily flights, number of daily enplaned passengers, number of deplaned passengers, ground transportation, and tons of cargo activity. The purpose of the data collection and monitoring is to determine the influence of RDU as a special generator on the regional transportation system as well as to identify needs for additional services.

#### Task II-A-9: Travel Time Studies

The MPO will continue to undertake routine travel-time runs (floating car technique) on selected links during peak period to provide accurate inputs for applications such as the travel model update and the CMP. MPO will continue evaluation of travel time field data collector and validation using INRIX and other Bluetooth. The LPA is proposing collecting highway/auto travel time and speed along major and minor facilities within the MPO. The MPO will continue to update the HERE travel time and the MS2 travel time portal.

Task II-A-10: Mapping

This task will include but not be limited to mapping of, and geo-spatial updates to, UPWP transportation planning activities such as the CMP, traffic counts, bicycle and pedestrian counts and inventory, transit routes, land use, traffic analysis zones, socio-economic and demographic trends, Title VI and environmental factors. The MPO will continue to update base maps for corridor studies and project planning. Work will continue on the development and update of the GIS online. Work will continue on the update and enhancement of mapping for the MPO website and Public Involvement planning. Work will also continue on the integration and maintenance of the Employment Analyst, community Viz and enterprise GIS. The LPA will continue to improve MPO GIS support for short and long-range transportation plans by providing visualization enhancement and as required by federal regulations, including creating and maintaining metadata and data catalog for MPO planning area. MPO transit operators will update GIS data for transit routes, stops and segments including attributes. The LPA will continue work associated with management of MPO database, ArcGIS shape files and Google KML files. Expected deliverables and work products are summarized as follows:

- Update and enhancements GIS Online portals
- GIS online mappings
- Maintenance and development of updated MPO data collection maps
- Transit APC mapping
- Updated transit routes, stops, segments with attributes.
- Maintain project inventory geospatial and tabular data related to transit component of the CTP, MTP and TIP
- Parking inventory spatial database and mapping
- ADT mapping in support of planning needs
- Data mapping in support of planning needs
- Employment Analyst enhancements
- Base year tear socio economic and demographic maps
- LEP/EJ demographic profiles mapping
- Updated local and composite street centerline mapping
- Updated HERE street layer
- Crash and safety mapping in support of planning needs and project development.

Task II-A-11: Central Area Parking Inventory

The LPA will continue data collection and inventory of on- and off- street parking facilities in the Central Business Districts (CBD), major generators and universities. Parking data to be collected include number of spaces, parking fee rates (hourly daily, and monthly), average weekday costs and demand. Parking information collected will help in the calibration and maintenance of the travel model. The LPA will update the parking inventory and usage spatial geodatabase as well as Parking Area Study Analysis (PASA)

Task II-A-12: Bike & Pedestrian Facilities Inventory

The MPO will continue to conduct inventory of bicycle and pedestrian facilities as part of the CMP and the development of performance measure. The proposed inventory will provide accurate inputs for the travel model update as well as help identify future sidewalk project needs, guide pedestrian improvement planning, and support specific projects, such as the Comprehensive Bicycle Plan, Comprehensive Pedestrian Plan and TIP/SPOT prioritization.

### Task II-A-13: Bicycle and Pedestrian Counts

The LPA staff will continue to participate in bicycle and pedestrian planning in the region and provide technical assistance/coordination to other government units as needed. The 2035 LRTP and 2040 MTP support and encourage bicycle and pedestrian planning and staff continue to work toward achieving those goals. The primary activity in this task will be the further development of the bicycle system inventory using the planning and mapping tool GIS online and Google Earth. The MPO will continue to conduct an inventory of bicycle and pedestrian facilities as part of the CMP and the development of performance measure. The proposed inventory will provide accurate inputs for the travel model update as well as help identify future sidewalk project needs, guide pedestrian improvement planning, and to support specific projects, such as the Comprehensive Bicycle Plan and Comprehensive Pedestrian Plan and TIP/SPOT prioritization. Also, inventory of bicycle and pedestrian counts will continue to be conducted as part of the Congestion Management Process and the MAP-21 performance measures development. The inventory will guide pedestrian improvement planning, and to support specific projects, such as the Comprehensive Bicycle Plan, Comprehensive Pedestrian Plan, development of Transportation Alternatives (TA) funding allocation criteria, etc.

II-B: Long Range Transportation Plan Activities (now known as Metropolitan Transportation Plan (MTP)) Federal Law and USDOT's Metropolitan Planning Regulations require the MPO to have a Metropolitan Transportation Plan (MTP) that is: multi-modal, financially constrained, has a minimum 20 year horizon, adheres to the MPO's adopted Public Involvement Policy (PIP), have growth forecasts consistent with latest planning assumptions and local land use plan, meet air quality conformity and be approved by the Board. The MTP must be updated and reaffirmed every 4 years. The DCHC MPO will continue tasks associated with the development of the comprehensive transportation plan as well as commence data collection preparation for the 2015 model base year. The MPO will continue to work on the development of strategy and procedure for timely and efficient development of the 2045 MTP.

### Task II-B-1: Collection of Base Year Data

This work element provides travel and socio-economic data for the modeling update. The data collection initiatives include processing and analysis of Census, American Community Survey (ACS) and employment/special generator. These efforts will result in the creation of several travel modeling databases that will be used in the development and update of forecasting tools. The LPA will continue to update the socio-economic and demographic data for the base year model and Title VI demographic/ Minority and Low Income (MLI) profiles. Work activities will include update, estimation and tabulation of the following data elements; population, housing, income, auto ownership, Limited English Proficiency, linguistically isolated households, workers, head of household, Environmental Justice, linguistic demographic factors, ACS community patterns, school enrollment, etc. It is expected that these variables will be linked to the proposed data automation projects and a GIS database and management system will be used to maintain the aforementioned socio-economic and land use information. An integral part of this task also will be continuous data verification, reconciliation, and quality and error checks.

### Task II-B-2: Collection of Network Data

The MPO will continue to update transportation/model network data. The proposed work activities will include collection and update of the following transportation network variables and attributes:

A-Highways: 1) posted speed limit; 2) number of lanes; 3) segment length; 4) turn pockets; 5) parking conditions; 6) traffic signal locations and stop conditions; 7) signal density; 8) access control and driveway conditions; 9) land use and area type; 10) free flow speeds; 11) Travel Time; 12) median condition; and 13) facility type and functional classification.

B-Transit: 1) headways; 2) speed; 3) hours of operation; 4) services miles; 5) fare structure; 6) transfer information; 7) schedule information; and 8) route information and service characteristics for each route.

C-Bicycle and Pedestrian: 1) mileage; 2) activity density; 3) neighborhood characteristics; 4) environment/friendliness factors/indices; and 5) connectivity.

#### Task II-B-3: Travel Model Updates

LPA staff will continue to be involved in the development, enhancement and update of the Triangle Regional Model (TRM). Specifically, work in this period will focus on the development, calibration and development of Version 6.1 of the model and preparatory work for version 6.x or V7. This element provides for maintenance, improvement, and support of travel models housed at the Service Bureau. These models provide analytical tools for various transportation analyses, policy testing, and public outreach. Improvement activities involve developing new tools and techniques to enhance travel model applications in various areas. Support activities involve maintenance of the software and hardware of the modeling system, documentation, training of internal and member agencies' staff, and assisting consultants who are providing service to the regional projects. This element also provides for technical communication and participation at the State and federal (FHWA &FTA) levels to ensure the travel models are developed in a coordinated manner according to future needs and expectations. Consultants and University partnership/ assistance will be utilized in undertaking work activities under this task.

The DCHC MPO in concert with CAMPO, NCDOT and the Triangle Transit develops and maintains a state of the practice regional travel demand model for predicting the impact of transportation investments and land-use policies on travel demand and air quality. The model is used by the MPO in development of the required MTP and CTP, by NCDOT in project development, STOP/TIP prioritization, Mobility funds ranking and loop prioritization, by GoTriangle in new Start analysis and fixed guideway transit, and by local and state agencies for development impacts analysis and scenario planning. The main thrusts of the modeling work task proposed herein are summarized as follows:

- Monitor and understand changes in federal requirements as they affect MPO modeling.
- Continue to improve and enhance models and make them responsive to technical and policy questions the MPO seeks to answer.
- Research ways in which the state-of-the-practice is changing and develop modification and improvements in the modeling process to meet those standards.
- Acquire and process data so work program can be accomplished to meet federal requirements.
- Estimate, calibrate and validate current TRM as an on-going activity.
- Ensure that validation focuses on improvements to link level and route level performance.
- Ensure that TRM base year and futures years are ready for MTP alternative evaluation at least two years before hand.
- Document TRM so it can be understood and replicated.
- Document the modeling process so that its capabilities and limitations can be understood by policy makers and lay person.

Essentially, the modeling in the proposed work program involves the update, calibration and validation for the model to support the development of the TRM versions 6.1 and 6.x and MTP modeling support. Update of the Triangle Regional Model (TRM) including improvements, enhancements and major updates.

#### Task II-B-4: Travel Surveys

The DCHC MPO along with the other TRM stakeholders will undertake an annual ACS style continuous travel behavior survey (household survey) and Transit Onboard survey tabulation and analysis. The

survey is being managed by the TRM Service Bureau, however the LPA staff will be involved in every facet of the survey and analysis.

Task II-B-5: Forecast of Data to Horizon Year

The LPA will continue to generate and update socio-economic and demographic projections and forecasts. CTP and MTP forecasts will continue to be re-evaluated and refined consistent with local land-use plans as well as State and regional land use policies.

Task II-B-6: Community Goals and Objectives

No activity planned during FY 2018 UPWP period.

Task II-B-7: Forecast of Future Travel Patterns

MPO will generate and update travel demand forecasts for future years including MTIP5 MTP horizon and intermediate years. The forecast of travel patterns will include a review of these factors and comparison to community goals and objectives to determine if changes in assumptions are warranted.

Task II-B-8: Capacity Deficiency Analysis

The MPO will continue to update capacity deficiency analysis for the CTP, CMP and other project development activities. Essentially this task encompasses application of the Triangle Regional Model and other modeling tools to analyze deficiencies in the existing transportation system relative to anticipated future travel demand.

Task II-B-9: Highway Element of the MTP

The MPO will continue with the evaluation of highway elements of the Comprehensive Transportation Plan and the update 2045 MTP. Performance measures will be established for evaluating highway alternatives and will include identification and assessment of needs, evaluation of alternatives and section of preferred options.

Task II-B-10: Transit Element of the MTP

The MPO will continue with the evaluation of transit elements of the Comprehensive Transportation Plan, the MTP, County transit plans, and the regional New Starts. Transit evaluation will include fixed-route bus service, fixed-guideway transit, highway capacity transit and demand- response transit. Using travel behavior, ridership forecasts and other analysis, evaluation of transit element will look at unmet needs, new service areas and potential markets. Performance measures will be established for evaluating transit alternatives. Also, will include identification and assessment of needs, evaluation of alternatives and section of preferred options.

The MPO will continue to coordinate with GoTriangle and other regional partners regarding the development of the regional commuter rail and light rail. Specifically, the MPO will conduct planning and studies for D-O LRT, and high capacity transit and circulator transit (MLK BRT in Chapel Hill), and other planning work necessary for the preparation of the FTA Small-Start project. It is anticipated that this work will be accomplished with the help of consulting services.

Task II-B-11: Bicycle & Pedestrian Element of the MTP

The MPO will continue with the evaluation of bicycle and pedestrian elements of the Comprehensive Transportation Plan and the MTP. The MPO will continue work on the Durham Comprehensive pedestrian Plan and the Old Durham-Chapel Hill Road bicycle and pedestrian feasibility study. Work will commence on the development of the Durham Comprehensive Bicycle Plan.

Task II-B-12: Airport/Air Travel Element of MTP

The MPO will continue with the evaluation of Airport/air travel element of the Metropolitan Transportation Plan, including inter-modal connection and access/ground transportation. Work task will include review of RDU plans and comparison and integration as necessary with the MTP for consistency.

Task II-B-13: Collector Street Element of MTP

MPO will continue work on the update of the MPO Collector Street and Connectivity Plan. Work tasks will involve the identification of future collector street connectivity needs, provisions for local street connectivity, development ordinance implementation provisions, additional local government consultation, and public involvement. The MPO will continue to involve CAMPO, City of Raleigh and Wake County regarding collector street and connectivity planning in Brier Creek and east Durham area.

Task II-B-14: Rail, Water, or Other Mode of MTP

The MPO will continue to work with NCDOT Rail Division, GoTriangle and CAMPO regarding rail transportation in the Triangle. Work proposed includes but is not limited to survey of rail plans, relationship to the MPO Metropolitan Transportation Plan and Comprehensive Transportation Plan, programmatic impacts, etc. Also, task will include planning associated with commuter and light rail efforts.

Task II-B-15: Freight Movement/Mobility Planning

MPO will continue to undertake tasks associated with urban goods movement, specifically freight accessibility and mobility. Tasks to be undertaken include survey of freight carriers, recommendations for improving truck mobility or train/truck intermodal movements, and identifying acceptable truck routes. The MPO will continue to project management role to the update of the Triangle Regional Freight plan.

Task II-B-16: Financial Planning

The MPO will continue to update and refine cost estimates and revenues for the regional transit initiatives and the 2045 MTP. As part of this task, the MPO will examine financial options for funding proposed transportation projects and programs, including review the financial planning assumptions/ projections in the 2045 MTP and update of the Durham County and Orange County financial plans based on the latest half-cent sales tax revenue collection.

Task II-B-17: Congestion Management Systems Strategies

The MPO will work to implement and monitor the Congestion Management Program (CMP) in accordance with the provisions of 23 U.S.C. and 23 CFR. Specifically, the MPO will continue with the update and monitoring of CMP strategies and State of the Systems Report. Also, the MPO will continue to update the Mobility Report Card, including update metrics, graphics and reports. The MPO will continue to participate in and collaborate on the update, monitoring and implementation of the Travel Demand Management (TDM) activities and program.

Task II-B-18: Air Quality Planning/Conformity Analysis

Although the MPO is now designated as attainment for criteria pollutants as of September 18, 2015, the MPO will continue to perform and undertake air quality planning activities. Essentially, the MPO will continue to make a determination as to whether or not transportation plans, programs, and projects (MTP and TIP) conform to air quality standards. The LPA will continue to provide technical support to the TC and Board regarding air quality planning. In addition the LPA will continue participation in the development and application of State Implementation Plans for air quality, participation in the statewide interagency consultation, and providing assistance to NCDEQ in developing and maintaining mobile source emission inventories.

Task II-C: Short Range Transit Planning

The MPO transit operators will continue activities related to short range transit planning. This includes continuous evaluation of their respective transit development plans and service performance.

Task III-A: Planning Work Program

Unified Planning Work Program (UPWP) support includes conducting metropolitan planning and implementing planning activities for the MPO. This involves responding to regulations and mandates, and reporting information on 3C planning topics, including those identified in federal reauthorization legislation, and issues related to federal policies, regulations, and guidance, such as responding to federal Certification recommendations. Additionally, the LPA will provide support related to planning topics such as those highlighted in federal planning guidance, including operations and management, sustainability, health, freight, economic effects, and environmental issues.

Under this work element, the LPA will finalize the reimbursement and invoicing process for the FY2017 UPWP, administer the FY2018 UPWP, prepare and process amendments as needed, evaluate transportation planning work needs and emphasis areas, and prepare the FY2019 UPWP. LPA will prepare and continually maintain UPWP that describes all transportation and transportation-related planning activities anticipated within the DCHC MPO planning area for the FY2018. Work program will include the development and maintenance of UPWP in conformance with applicable federal, state, and regional guidelines. In addition, work will include the preparation of UPWP amendments as necessary and requested by member agencies, to reflect any change in programming or focus for the current fiscal year. The MPO will commence the preparatory work on the development of the FY2019 UPWP.

Task III-B: Transportation Improvement Program (TIP)

The LPA will continue work associated with the development of the 2018-27 MTIP, including prioritization work (SPOT-5) activities. Also, the MPO will continue to process TIP amendments as needed, including coordinating with the MPO member agencies and conducting public involvement/outreach, and commence work on the development of the TIP ranking and prioritization. This includes the refinement of the MPO Priority Needs and the identification of the transportation projects, programs, and services towards which the MPO will direct STBGP funds. As the Lead Planning Agency (LPA) of the DCHC MPO, the City of Durham Transportation Department –Planning Division is responsible for annually developing, amending, adjusting and maintaining the Transportation Improvement Program (TIP) for the metropolitan area. Under this activity, the LPA will examine any possible need to update and amend the current transportation improvement projects (MTIP) that is consistent with the 2040 Metropolitan Transportation Plan, STIP and FHWA/FTA Planning Regulations.

Task III-C: Civil Rights Compliance/Other Regulations and RequirementsTask III-C-1: Title VI

The MPO will continue work on the Title VI plan and the NCDOT Civil Right compliance report. NCDOT Civil Right Division conducted a Title VI Audit. As a result of the audit the MPO prepared the required Title VI Policy Statement and Assurance. That assurance will be updated accordingly. The DCHC MPO will continue work on the development of the MPO Limited English Proficiency plan as it relates to Title VI issues.

Task III-C-2: Environmental Justice (EJ)

In accordance with Federal Action (Executive Order 12898), the MPO will develop an Environmental Justice Plan which will focus on complying with the Executive Order and the three basic principles of Environmental Justice: 1) Ensure adequate public involvement of low-income and minority groups in decision-making; 2) Prevent disproportionately high and adverse impacts to low-income and minority

groups resulting from transportation and environmental decisions made by the MPO; and 3) Assure that low-income and minority groups receive a proportionate share of benefits resulting from transportation decisions made by the MPO. Tasks include:

1. Develop MPO Environmental Justice Plan, including establishment of Environmental Justice Advisory Board
2. Update demographic profiles based on Census CTPP and PUMS as well as MPO SE data forecasts - maps to identify areas of low-income, minority and elderly populations, job accessibility, and overlay of major employers, fixed route transit systems, and major shopping areas.
3. Provide increased opportunities for under-served populations to be represented in the transportation planning process.
4. Define target areas through the use of Census Block Group data from the 2010 Census.
5. Analyze the mobility of target area populations to jobs, childcare, and transit routes.
6. Review existing public outreach and involvement plan.
7. Develop a protocol for responding to issues and concerns regarding environmental justice in general and Hispanic population in particular.
8. Conduct analysis as needed regarding equitable distribution of transportation system benefits and costs among all socio-economic groups throughout the MPO area

#### Task III-C-3: Minority Business Enterprise

The MPO will continue to address and monitor the Minority Business Enterprise (MBE) program as a part of the planning and programming phases of project development. The MPO will monitor transportation projects and programs to ensure that meaningful and full consideration are given to MBEs. The LPA will review and summarize transit operators MBE program and utilization.

#### Task III-C-4: Planning for the Elderly & Disabled

The MPO will continue to emphasize planning and provision of transportation facilities and services for the elderly and disabled. Specifically, the MPO will update inventory of locations and needs of elderly and disabled persons. The MPO will work with transit operators in the planning and evaluation of para-transit services.

#### Task III-C-5: Safety and Drug Control Planning

The MPO will continue to update the regional safety plan and report using the data from and analysis of TEES data. The MPO will continue to participate in the transit operator's safety coordination meetings as well as update the multi modal safety plan. The MPO will develop an MPO Safety Plan that incorporates elements of VISION ZERO.

#### Task III-C-6: Public Involvement

The MPO will continue to update and enhance the MPO website as well as continue to strive to provide early, proactive and meaningful public participation and input throughout the transportation planning process, including providing for open exchange of information and ideas between the public and transportation decision-makers, to provide the public with complete information, timely notice, full access to key decisions and opportunities for early and continuing involvement in the 3C process, to assess the effectiveness of the current Public Involvement Process as required by the federal Certification Team, and to develop and enhance the process of public dissemination of information. It also includes providing process support, such as developing and preparing informational materials for the MPO website, conducting public outreach, managing the MPO website, preparing and distributing the MPO's newsletter, implementing other social media (Twitter, YouTube postings and Facebook), and maintaining the mailing lists and email lists.

### Task III-D: Incidental Planning/Project Development

#### Task III-D-2: Environmental Analysis & Pre-TIP Planning

The LPA will continue to participate regularly and consistently in the TIP project planning and development process, including submission of comments, attending public meetings, attending scoping meetings, attending NEPA 404 merger meetings, and participating in field inspections. The LPA will continue to be involved in NCDOT project development and NEPA process including taking the lead in the public involvement process as need be. The MPO will continue to support and be involved in NCDOT efforts to link the NEPA process in the MPO systems planning process.

#### Task III-D-3 Special Studies

The MPO will continue with wide range of studies which are being conducted to meet the transportation planning needs of the area. These studies include Mobility Report Card. Community Viz integration with RPAT (SMARTGAP), Funding /E-TIP database, Application and portals development, incident management plan, GIS enterprise/GIS online, non-motorized trip model update, Land-use model update, and the following regional studies: Triangle Toll/Managed Lanes, NC 98, NC54-West, CSX corridor, etc.

#### Task III-D-4: Regional or Statewide Planning

The MPO will continue to coordinate with CAMPO, GoTriangle, NCDOT, DENR, FHWA, FTA, EPA, and other State and regional agencies in regional transportation. This includes participation in the DCHC-CAMPO joint Board meetings, GoTriangle Board Meetings, Durham-Chapel Hill-Orange County Work Group, and a wide range of regional transportation planning working groups and committees. Examples include the Model Team, the Executive Committee, and the regional transit planning/operation coordination. Statewide planning includes participation in various statewide planning initiatives such as CMAQ Committee, Indirect and Cumulative Impacts of Transportation Projects in North Carolina, the State Transportation Plan process, and the CTP.

#### Task III-E: Management and Operations

The thrust of this work program is to assist, support, and facilitate an open Comprehensive, Cooperative, and Continuing (3C) transportation planning and programming process at all levels of government in conformance with applicable federal and state requirements and guidelines as described in the 3C Memorandum of Understanding. This work element encompasses the administration and support of transportation planning process as mandated and required by federal regulations. The continuing transportation planning process requires considerable administrative time for attending monthly committee meetings, preparing agendas and minutes to these meetings, training, preparing quarterly progress reports, documenting expenditures for the various planning work items, and filing for reimbursement of expenditures from the PL and STBGP funds account and other Federal Funds. In addition, this work includes consultation with other agencies involved within 3C planning activities; liaison activities between the MPO and NCDOT and ongoing coordination with CAMPO; and communication with other regional groups. Other activities include the day-to-day oversight of and reporting on the progress of projects listed in the UPWP, and the establishment of work priorities in light of MPO needs. Proposed tasks include but are not limited to:

1. Provide liaisons between DCHC MPO member agencies, transit providers, CAMPO, NCDOT, NCDEQ, TJCOG, and other organizations at the local, regional, state, and federal levels on transportation related matters, issues and actions.
2. Respond to federal and State legislation and regulations.
3. Provide service request to citizens.
4. Provide service requests and technical support to MPO member agencies.
5. Provide oversight to MPO planning and Transit funding policies.
6. Work with the Capital Area Metropolitan Planning Organization on regional issues.

Prepare Regional Priority lists and MTIP and amend as necessary, Update transportation plans, travel demand model, and monitor data changes. Evaluate transportation planning programs developed through the 3C public participation process for appropriate MPO action.

7. Provide technical assistance to the Board and other member jurisdictions policy bodies.
8. Participate in Joint CAMPO/DCHC MPO Board and TC meetings as a means to continually improve the quality and operation of the transportation planning process and decision making in the Triangle Region.
9. Review and comment on federal and state transportation-related plans, programs, regulations and guidelines.

**DCHC MPO 5-Year Unified Planning Work Program  
July 1, 2017 to June 30, 2022**

MPO Board 2/8/2017 Item 7

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FY	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
Period	2017-18	2018-19	2019-20	2020-21	2021-22
	July 1, 2017-June 30, 2018	July 1, 2018-June 30, 2019	July 1, 2019-June 30, 2020	July 1, 2020-June 30, 2021	July 1, 2021-June 30, 2022
<b>1</b>	<b>Surveillance of Change/ Data monitoring</b>				
1.1	ADT count and TMC annual and seasonal, including update of count databsr system	ADT count and TMC annual and seasonal, including update of count databsr system	ADT count and TMC annual and seasonal, including update of count databsr system	ADT count and TMC annual and seasonal, including update of count databsr system	ADT count and TMC annual and seasonal, including update of count databsr system
1.2	VMT update and monitoring				
1.3	Street System Changes update. Update of HERE Street layer	Street System Changes update. Update of HERE Street layer	Street System Changes update. Update of HERE Street layer	Street System Changes update. Update of HERE Street layer	Street System Changes update. Update of HERE Street layer
1.4	Traffic accidents data/ multi-modal safety data update and analyses	Traffic accidents data/ multi-modal safety data update and analyses	Traffic accidents data/ multi-modal safety data update and analyses	Traffic accidents data/ multi-modal safety data update and analyses	Traffic accidents data/ multi-modal safety data update and analyses
1.5	Transit system data/Continual update of APC data				
1.6	Housing, POP, Emp. Data,including development review/permits, CO, Census, INFOUSA (employment & household data), etc	Housing, POP, Emp. Data,including development review/permits, CO, Census, INFOUSA (employment & household data), etc	Housing, POP, Emp. Data,including development review/permits, CO, Census, INFOUSA (employment & household data), etc	Housing, POP, Emp. Data,including development review/permits, CO, Census, INFOUSA (employment & household data), etc	Housing, POP, Emp. Data,including development review/permits, CO, Census, INFOUSA (employment & household data), etc
1.7	Air travel. Continual monitoring of RDU passemger activities and ground transportation	Air travel. Continual monitoring of RDU passemger activities and ground transportation	Air travel. Continual monitoring of RDU passemger activities and ground transportation	Air travel. Continual monitoring of RDU passemger activities and ground transportation	Air travel. Continual monitoring of RDU passemger activities and ground transportation
1.8	VOC	VOC	VOC	VOC	VOC
1.9	Travel Time, including continual gathering and update of INRIX, HERE and Travel Time database monitoring system.	Travel Time, including continual gathering and update of INRIX, HERE and Travel Time database monitoring system.	Travel Time, including continual gathering and update of INRIX, HERE and Travel Time database monitoring system.	Travel Time, including continual gathering and update of INRIX, HERE and Travel Time database monitoring system.	Travel Time, including continual gathering and update of INRIX, HERE and Travel Time database monitoring system.
1.10	Mapping and update/enhancement and maintenance of the MPO Geo-spatial databse and GIS enterprise	Mapping and update/enhancement and maintenance of the MPO Geo-spatial databse and GIS enterprise	Mapping and update/enhancement and maintenance of the MPO Geo-spatial databse and GIS enterprise	Mapping and update/enhancement and maintenance of the MPO Geo-spatial databse and GIS enterprise	Mapping and update/enhancement and maintenance of the MPO Geo-spatial databse and GIS enterprise
1.11	Parking inventory				
1.12	Bike/Pedestrian. Facilities Inv				
1.13	Bike/Pedestrian. Facilities Counts				
<b>2</b>	<b>Unified Planning Work Program (UPWP)</b>				
2.1	Process UPWP amendments as necessary	Process UPWP amendments as necessary	Amend UPWP as necessary	Amend UPWP as necessary	Amend UPWP as necessary
2.2	Process quarterly invoices and reports				
2.3	Prepare annual UPWP progress report and performance evaluation	Prepare annual UPWP progress report and performance evaluation	Prepare annual UPWP progress report and performance evaluation	Prepare annual UPWP progress report and performance evaluation	Prepare annual UPWP progress report and performance evaluation
2.4	Develop FY 2019 UPWP	Develop FY 2020 UPWP	Develop FY 2021 UPWP	Develop FY 2022 UPWP	Develop FY 2023 UPWP
2.5	UPWP financial management and administration				
	Grant monitoring, oversight and audit				
2.6	Perform annual self-certification & On-Going Process-Development				
2.7	LPA Local match Cost Sharing, including preparation of annual report.	LPA Local match Cost Sharing, including preparation of annual report.	LPA Local match Cost Sharing, including preparation of annual report.	LPA Local match Cost Sharing, including preparation of annual report.	LPA Local match Cost Sharing, including preparation of annual report.
2.8	Management and Operations of the 3-C Process.				
<b>3</b>	<b>Metropolitan Transportation Plan (MTP)/Long-Range Transportation Planning</b>				

**DCHC MPO 5-Year Unified Planning Work Program  
July 1, 2017 to June 30, 2022**

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	1	2	3	4	5
FY	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
Period	2017-18	2018-19	2019-20	2020-21	2021-22
	July 1, 2017-June 30, 2018	July 1, 2018-June 30, 2019	July 1, 2019-June 30, 2020	July 1, 2020-June 30, 2021	July 1, 2021-June 30, 2022
3.1	Amendment of the 2045 MTP as necessary	Adoption of the CTP	Amendment of the 2040 LRTP for AQ analysis and conformity as necessary	Work commences on MPO wide Community visioning. Product to lead into Goals and Objectives development	2050 MTP environmental analysis and consideration
3.2	Refinement of SE forecast to Horizon and intermediate years.	MTP Financial analysis and preparation of Financial Plan.	Initiate work on Community Viz 3.0 and scenario planning set up and preparation	Work associated with Goals, Objectives and targets for 2050 MTP commences.	Model and technical analyses for the 2050 MTP
3.3	Model Update and improvements for 2050 MTP development commences	CTP continual update and amendemnt as necessary.	CTP continual update and amendemnt as necessary.	Deficiency analysis and needs assessment for 2050 MTP	Continue work on GIS and mapping for MTP base maps
3.4	Inter-Agency Consultation process	Initiate base year SE and networks data collection	Update of base year networks and their attributes		Selection of Preferred MTP Option.
3.5	CTP continual update and amendemnt as necessary.	2050 MTP Visioning process	Update of modeling and technical tools for 2050 MTP analyses.	Generation of alternatives for 2050 MTP	AQ analysis and conformity determination process
3.6	Land-use Scenario analysis	Adoption of the 2050 MTP development process and schedule	Continue work on GIS and mapping for MTP base maps	Evaluation and analysis of alternatives	Inter-Agency Consultation process
3.7	MTP Visioning process and coordination kick-off	Develop 2050 MTP Public Outreach and input process, including involvement and input from MPO member agencies.	Base year SE data collection and analysis for 2050 MTP	Public outreach and input on the draft preferred plans (options).	Public outreach and involvement of the 2050 MTP.
		2050 Goals, Objectives and Performance Measures	Comm Viz Scenario planning and selection of the preferred scenario	CTP continual update and amendemnt as necessary.	Adoption of 2050 MTP and AQ comformity report
		Initiate Community Viz 3.0 model update and land-us scenario building.	Socio-economic and demographic forecasts for 2050 MTP, including 2030 and 2040 intermediate years	Incorporation of freight, airport, safety, EJ, etc.	Initiation of 2055 MTP development and update process
		Public outreach for land-use scenario	Amendment of the 2045 MTP as necessary	Amendment of the 2045 MTP as necessary	Amendment of the 2045 MTP as necessary
<b>4</b>	<b>Travel Demand Model Development and Update</b>	<b>Travel Demand Model Development and Update</b>	<b>Travel Demand Model Development and Update</b>	<b>Travel Demand Model Development and Update</b>	<b>Travel Demand Model Development and Update</b>
4.1	On-going model maintenance and enhancement activities	On-going model maintenance and enhancement activities	On-going model maintenance and enhancement activities	On-going model maintenance and enhancement activities	On-going model maintenance and enhancement activities
4.2	Collection of annual continuous household and transit on board survey. Coordination of estimation year data collection	Support MPO 2045 MTP and air quality conformity model applications	Develop TRMv7: continue estimating models for tour mode choice	Develop TRMv7: incorporate existing model components for commercial vehicles & external models	Develop TRMv7: complete model calibration and validation
4.3	Survey tabulation and analyses winter/spring 2018. Analysis and tabulation of estimation year data (traffic counts, SE data, PASA parking)	Collection of network data and development of networks	Develop TRMv7: model applications completed	Develop TRMv7: initial model calibration and validation begins	Develop TRMv7: develop application tools for plan evaluation & air quality analysis
4.4	Support MPO 2045 MTP model application and demand forecasts.	Maintain/enhance TRMv6: develop additional tools for application	Develop TRMv7: continue estimating models for tour mode choice		2020 census TAZ delineation
4.5	Maintain/enhance TRMv6.x: develop improved parking model	Develop TRMv7: begin developing/adapting application programs for population synthesizer/tour-activity scheduler/router			
4.6	Develop TRMv7: investigate/specify tour/activity scheduler/router	Develop TRMv7: begin model estimation and calibration for usual work and school location, activity scheduler, and router			
	Develop TRMv7: begin preparing data for estimation				

**DCHC MPO 5-Year Unified Planning Work Program  
July 1, 2017 to June 30, 2022**

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	1	2	3	4	5
FY	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
Period	2017-18	2018-19	2019-20	2020-21	2021-22
	July 1, 2017-June 30, 2018	July 1, 2018-June 30, 2019	July 1, 2019-June 30, 2020	July 1, 2020-June 30, 2021	July 1, 2021-June 30, 2022
	Develop TRMv7: available data will be entered in selected data structure				
4.7					
5	<b>Bicycle &amp; Pedestrian Planning</b>	<b>Bicycle &amp; Pedestrian Planning</b>	<b>Bicycle &amp; Pedestrian Planning</b>	<b>Bicycle &amp; Pedestrian Planning</b>	<b>Bicycle &amp; Pedestrian Planning</b>
5.1	On-going bike and pedestrian advocacy	On-going bike and pedestrian advocacy	On-going bike and pedestrian advocacy	On-going bike and pedestrian advocacy	On-going bike and pedestrian advocacy
5.2	Update of the Comprehensive Pedestrian Plan	Update of the Comprehensive Bicycle Plan. Update of the Regional Bike Plan	on-going implementation of the bike and pedestria plans	on-going implementation of the bike and pedestria plans	on-going implementation of the bike and pedestria plans
5.3		On-going bike-pedstrian programs monitoring of strategies & effectiveness	On-going bike-pedstrian programs monitoring of strategies & effectiveness	On-going bike-pedstrian programs monitoring of strategies & effectiveness	On-going bike-pedstrian programs monitoring of strategies & effectiveness
6	<b>Short-Range Transit Plan</b>	<b>Short-Range Transit Plan</b>	<b>Short-Range Transit Plan</b>	<b>Short-Range Transit Plan</b>	<b>Short-Range Transit Plan</b>
6.1	On-going transit planning process	On-going transit planning process	On-going transit planning process	On-going transit planning process	On-going transit planning process
6.2	Update of Transit Development Plan (TDP)/Short range transit planning.	Update of Transit Development Plan (TDP)/Short range transit planning.	Update of Transit Development Plan (TDP)/Short range transit planning.	Transit survey	Transit survey
7	<b>Congestion Management Process (CMS/CMP)</b>	<b>Congestion Management Process (CMS/CMP)</b>	<b>Congestion Management Process (CMS/CMP)</b>	<b>Congestion Management Process (CMS/CMP)</b>	<b>Congestion Management Process (CMS/CMP)</b>
7.1	On-going update and enhancement of the MPO Mobility Report Card (MRC)	MRC report and AGOL	On-going update and enhancement of the MPO Mobility Report Card (MRC)	MRC report and AGOL	On-going update and enhancement of the MPO Mobility Report Card (MRC)
7.2	On-going CMP monitoring of strategies & effectiveness	On-going CMP monitoring of strategies & effectiveness	On-going CMP monitoring of strategies & effectiveness	On-going CMP monitoring of strategies & effectiveness	On-going CMP monitoring of strategies & effectiveness
7.3		Update of area of influence and congestion networks. Application & reevaluation of definition of congestion		Update of area of influence and congestion networks. Application & reevaluation of definition of congestion	
7.4		Transportation system definition (modes & networks)		Transportation system definition (modes & networks)	
7.5		Transportation system definition (modes & networks)		Transportation system definition (modes & networks)	
7.6	Data collection & analysis for MPO CMS Update	Data collection & analysis for MPO CMS Update	Data collection & analysis for MPO CMS Update	Data collection & analysis for MPO CMS Update	Data collection & analysis for MPO CMS Update
7.7	Update Performance monitoring Plan	Develop Performance monitoring Plan	Update Performance monitoring Plan	Develop Performance monitoring Plan	Develop Performance monitoring Plan
7.8	update Identification and evaluation of strategies.	Identification and evaluation of strategies.	update Identification and evaluation of strategies.	Identification and evaluation of strategies.	Identification and evaluation of strategies continues
7.9		Action plan for monitoring effectiveness of strategies		Action plan for monitoring effectiveness of strategies	
7.10		Public comment and adoption of the MPO CMS		Public comment and adoption of the MPO CMS	Public comment and adoption of the MPO CMS
8	<b>TIP</b>	<b>TIP</b>	<b>TIP</b>	<b>TIP</b>	<b>TIP</b>
	BOT Approves 2018-2027 STIP	Finalize SPOT 5 Point Assignment	BOT Approves 2020-2029 STIP	Develop final draft 2022-2031 MTIP. TIP conformity determination	Develop final draft 2020-2026 MTIP. TIP conformity determination
	Update TIP ranking & project prioritization methodology as necessary	One-on-one discussion between the MPO and NCDOT	Update TIP ranking & project prioritization methodology as necessary	One-on-one discussion between the MPO and NCDOT	BOT Approves 2020-2026 STIP
	Develop & submit TIP Project Priority List for SPOT5 (2020-2029 TIP)	Analysis of the draft 2020-2029 STIP local supplement	Develop & submit TIP Project Priority List for SPOT-6 (2022-2031 TIP)	Analysis of the draft 2031-2031 STIP local supplement	Develop & submit TIP Project Priority List for SPOT-7 (2024-2033 TIP)
	Review project revisions, modification and new submissions and prepare comparative analysis Generate data associated with P5 online submission	Development 2020-2029 MTIP . Public input and comment process.	Review project revisions, modification and new submissions and prepare comparative analysis Generate data associated with P6 online submission	Development 2022-2031 MTIP . Public input and comment process.	Review project revisions, modification and new submissions and prepare comparative analysis Generate data associated with P7 online submission

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	July 1, 2017-June 30, 2018	July 1, 2018-June 30, 2019	July 1, 2019-June 30, 2020	July 1, 2020-June 30, 2021	July 1, 2021-June 30, 2022
	SPOT-5 Prioritization	Develop draft 2020-2029 MTIP.	SPOT6 Prioritization	One-on-one discussion between the MPO and NCDOT	SPOT-7 Prioritization
	MPO SPOT 5 points assignment		MPO SPOT 6 points assignment	Development 2020-2026 MTIP . Public input and comment process.	MPO SPOT-7 points assignment
	Develop final draft 2018-2027 MTIP.				
	Process MTIP amendments as needed	Process MTIP amendments as needed	Process MTIP amendments as needed	Process MTIP amendments as needed	Process MTIP amendments as needed
	Annual TIP project Listing	Annual TIP project Listing	Annual TIP project Listing	Annual TIP project Listing	Annual TIP project Listing
<b>9</b>	<b>Title VI/Civil Rights/EJ</b>	<b>Title VI/Civil Rights/EJ</b>	<b>Title VI/Civil Rights/EJ</b>	<b>Title VI/Civil Rights/EJ</b>	<b>Title VI/Civil Rights/EJ</b>
	Continuous update of Title VI programs, including Assurance Certification, EJ and LEP	Continuous update of Title VI programs, including Assurance Certification, EJ and LEP. Evaluate effectiveness of programs and outreach efforts	Continuous update of Title VI programs, including Assurance Certification, EJ and LEP. Evaluate effectiveness of programs and outreach efforts	Update EJ Plan and LEP program, and evaluate effectiveness of program and outreach efforts	Continuous update of Title VI programs, including Assurance Certification, EJ and LEP. Evaluate effectiveness of programs and outreach efforts
	Update EJ and LEP outreach mailing list	Update EJ and LEP outreach mailing list	Update EJ and LEP outreach mailing list	Update EJ and LEP outreach mailing list	Update EJ and LEP outreach mailing list
	Administer and monitor MPO EJ/LEP program	Administer and monitor MPO EJ/LEP program	Administer and monitor MPO EJ/LEP program	Administer and monitor MPO EJ/LEP program	Administer and monitor MPO EJ/LEP program
	Evaluate and Perform EJ analysis, impacts as needed	Evaluate and Perform EJ analysis, impacts as needed	Evaluate and Perform EJ analysis, impacts as needed	Evaluate and Perform EJ analysis, impacts as needed	Evaluate and Perform EJ analysis, impacts as needed
	Update EL/LEP demographic profile and database	Update EL/LEP demographic profile and database	Update EL/LEP demographic profile and database	Update EL/LEP demographic profile and database	Update EL/LEP demographic profile and database
<b>10</b>	<b>Public Involvement/Participation Plan (PIP/PPP)</b>	<b>Public Involvement/Participation Plan (PIP/PPP)</b>	<b>Public Involvement/Participation Plan (PIP/PPP)</b>	<b>Public Involvement/Participation Plan (PIP/PPP)</b>	<b>Public Involvement/Participation Plan (PIP/PPP)</b>
	Review and evaluate effectiveness of MPO Public Involvement Process	Review and evaluate effectiveness of MPO Public Involvement Process	Review and evaluate effectiveness of MPO Public Involvement Process	Review and evaluate effectiveness of MPO Public Involvement Process	Review and evaluate effectiveness of MPO Public Involvement Process
	Social media in mpo public outreach and input process	Social media in mpo public outreach and input process	Social media in mpo public outreach and input process	Social media in mpo public outreach and input process	Social media in mpo public outreach and input process
	On-going MPO website update and content management	On-going MPO website update and content management	On-going MPO website update and content management	On-going MPO website update and content management	On-going MPO website update and content management
<b>11</b>	<b>Project Development &amp; Incidental Planning</b>	<b>Project Development &amp; Incidental Planning</b>	<b>Project Development &amp; Incidental Planning</b>	<b>Project Development &amp; Incidental Planning</b>	<b>Project Development &amp; Incidental Planning</b>
	Participation in project development, environmental analysis, NEPA process and studies	Participation in project development, environmental analysis, NEPA process and studies	Participation in project development, environmental analysis, NEPA process and studies	Participation in project development, environmental analysis, NEPA process and studies	Participation in project development, environmental analysis, NEPA process and studies
	Pre-TIP project planning and coordination	Pre-TIP project planning and coordination	Pre-TIP project planning and coordination	Pre-TIP project planning and coordination	Pre-TIP project planning and coordination
<b>12</b>	<b>Land-use &amp; Transportation integration</b>	<b>Land-use &amp; Transportation integration</b>	<b>Land-use &amp; Transportation integration</b>	<b>Land-use &amp; Transportation integration</b>	<b>Land-use &amp; Transportation integration</b>
	Community Viz and UrbanSim implementation, maintenance and update	Community Viz and UrbanSim implementation, maintenance and update	Community Viz and UrbanSim implementation, maintenance and update	Community Viz and UrbanSim implementation, maintenance and update	Community Viz and UrbanSim implementation, maintenance and update
	Monitoring of land use development and consistency check with SE forecasts	Monitoring of land use development and consistency check with SE forecasts	Monitoring of land use development and consistency check with SE forecasts	Monitoring of land use development and consistency check with SE forecasts	Monitoring of land use development and consistency check with SE forecasts
<b>13</b>	<b>Intelligent Transportation System Planning</b>	<b>Intelligent Transportation System Planning</b>	<b>Intelligent Transportation System Planning</b>	<b>Intelligent Transportation System Planning</b>	<b>Intelligent Transportation System Planning</b>
	Turbo Architecture, IDAS and DynaSmart enhancement, update and maintenance	Turbo Architecture, IDAS and DynaSmart enhancement, update and maintenance	Turbo Architecture, IDAS and DynaSmart enhancement, update and maintenance	Turbo Architecture, IDAS and DynaSmart enhancement, update and maintenance	Turbo Architecture, IDAS and DynaSmart enhancement, update and maintenance
	ITS planning, operation and monitoring	ITS planning, operation and monitoring	ITS planning, operation and monitoring	ITS planning, operation and monitoring	ITS planning, operation and monitoring
<b>14</b>	<b>Safety Planning</b>	<b>Safety Planning</b>	<b>Safety Planning</b>	<b>Safety Planning</b>	<b>Safety Planning</b>

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	July 1, 2017-June 30, 2018	July 1, 2018-June 30, 2019	July 1, 2019-June 30, 2020	July 1, 2020-June 30, 2021	July 1, 2021-June 30, 2022
	Safety data collection and analysis, and coordination with other agencies.	Safety data collection and analysis, and coordination with other agencies.	Safety data collection and analysis, and coordination with other agencies.	Safety data collection and analysis, and coordination with other agencies.	Safety data collection and analysis, and coordination with other agencies.
14.1	Development of the MPO Safety plan to reflect State Highway Safety initiatives	Update MPO Safety plan and incorporate features of Vision Plan.	Update MPO Safety plan and incorporate features of Vision Plan.	Update MPO Safety plan and incorporate features of Vision Plan.	Update MPO Safety plan and incorporate features of Vision Plan.
	Ongoing integration of safety in the MPO transportation planning process	Ongoing integration of safety in the MPO transportation planning process	Ongoing integration of safety in the MPO transportation planning process	Ongoing integration of safety in the MPO transportation planning process	Ongoing integration of safety in the MPO transportation planning process
15	<b>Freight Planning</b>				
	on-going freight planning and coordination				
	Outreach with freight and logistic companies				
	Continuous update of truck circulation maps				
16	<b>Transportation System Preservation</b>				
	Transportation System Preservation planning and operation				
	TDM and TSM (ITS) planning, programming, implementation, monitoring and evaluation	TDM and TSM (ITS) planning, programming, implementation, monitoring and evaluation	TDM and TSM (ITS) planning, programming, implementation, monitoring and evaluation	TDM and TSM (ITS) planning, programming, implementation, monitoring and evaluation	TDM and TSM (ITS) planning, programming, implementation, monitoring and evaluation
17	<b>GIS Development</b>				
	<i>Maintain Databases</i>				
	Maintain Databases	Acquire and Maintain Data; maintain hardware and software	Acquire and Maintain Data; maintain hardware and software	Acquire and Maintain Data; maintain hardware and software	Acquire and Maintain Data; maintain hardware and software
	Maintenance of MPO GIS and data layers				
	Coordination with resource agencies and linkages of transportation data with environmental data	Coordination with resource agencies and linkages of transportation data with environmental data	Coordination with resource agencies and linkages of transportation data with environmental data	Coordination with resource agencies and linkages of transportation data with environmental data	Coordination with resource agencies and linkages of transportation data with environmental data
	<i>Update green print maps</i>				
	Data development and update. Maintenance and update of spatial geodatabase applications and AGOL.	Data development and update. Maintenance and update of spatial geodatabase applications and AGOL.	Data development and update. Maintenance and update of spatial geodatabase applications and AGOL.	Data development and update. Maintenance and update of spatial geodatabase applications and AGOL.	Data development and update. Maintenance and update of spatial geodatabase applications and AGOL.
18	<b>Management and Operations</b>				
	Management and Operations of the MPO 3-C process	Management and Operations of the MPO 3-C process	Management and Operations of the MPO 3-C process	Management and Operations of the MPO 3-C process	Management and Operations of the MPO 3-C process
	TAC directives				
19	<b>Special Studies/State &amp; Regional Planning</b>				
	Parking study update	Continuous parking survey update	Continuous parking survey update	Continuous parking survey update	Continuous parking survey update

Town of Carrboro

	Task Description	STBGP		Sec. 104(f)		Section 5303			Section 5307			Task Funding Summary					
		133(b)(3)(7)		PL		Highway/Transit			Transit			Local	NCDOT	Federal	Total		
		Local	FHWA	Local	FHWA	Local	NCDOT	FTA	Local	NCDOT	FTA						
		20%	80%	20%	80%	10%	10%	80%	10%	10%	80%						
<b>II-A</b>	<b>Surveillance of Change</b>																
	1 Traffic Volume Counts	\$156	\$624	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$156	\$0	\$624	\$780		
	2 Vehicle Miles of Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
	3 Street System Changes	\$86	\$341	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$86	\$0	\$341	\$427		
	4 Traffic Accidents	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
	5 Transit System Data	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
	6 Dwelling Unit, Pop. & Emp. Change	\$119	\$475	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$119	\$0	\$475	\$594		
	7 Air Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
	8 Vehicle Occupancy Rates	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
	9 Travel Time Studies	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
	10 Mapping	\$702	\$2,809	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$702	\$0	\$2,809	\$3,511		
	11 Central Area Parking Inventory	\$168	\$673	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$168	\$0	\$673	\$841		
	12 Bike & Ped. Facilities Inventory	\$124	\$498	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$124	\$0	\$498	\$622		
	13 Bike & Ped. Counts	\$195	\$780	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$195	\$0	\$780	\$975		
<b>II-B</b>	<b>Long Range Transp. Plan (MTP)</b>																
	1 Collection of Base Year Data	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
	2 Collection of Network Data	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
	3 Travel Model Updates	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
	4 Travel Surveys	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
	5 Forecast of Data to Horizon year	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
	6 Community Goals & Objectives	\$127	\$509	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$127	\$0	\$509	\$636		
	7 Forecast of Future Travel Patterns	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
	8 Capacity Deficiency Analysis	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
	9 Highway Element of th MTP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
	10 Transit Element of the MTP	\$83	\$333	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$83	\$0	\$333	\$416		
	11 Bicycle & Ped. Element of the MTP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
	12 Airport/Air Travel Element of MTP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
	13 Collector Street Element of MTP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
	14 Rail, Water or other mode of MTP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
	15 Freight Movement/Mobility Planning	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
	16 Financial Planning	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
	17 Congestion Management Strategies	\$127	\$509	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$127	\$0	\$509	\$636		
	18 Air Qual. Planning/Conformity Anal.	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
<b>II-C</b>	<b>Short Range Transit Planning</b>																
	1 Short Range Transit Planning	\$336	\$1,344	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$336	\$0	\$1,344	\$1,680		
												\$0	\$0	\$0	\$0		
<b>III-A</b>	<b>Planning Work Program</b>																
	Planning Work Program	\$416	\$1,662	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$416	\$0	\$1,662	\$2,078		
												\$0	\$0	\$0	\$0		
<b>III-B</b>	<b>Transp. Improvement Plan</b>																
	TIP	\$651	\$2,606	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$651	\$0	\$2,606	\$3,257		
												\$0	\$0	\$0	\$0		
<b>III-C</b>	<b>Cvl Rgts. Cmp./Otr. Reg. Req.</b>																
	1 Title VI	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
	2 Environmental Justice	\$84	\$338	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$84	\$0	\$338	\$422		
	3 Minority Business Enterprise	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
	4 Planning for the Elderly & Disabled	\$126	\$505	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$126	\$0	\$505	\$631		
	5 Safety/Drug Control Planning	\$42	\$166	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$42	\$0	\$166	\$208		
	6 Public Involvement	\$252	\$1,008	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$252	\$0	\$1,008	\$1,260		
	7 Private Sector Participation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
<b>III-D</b>	<b>Incidental Plng./Project Dev.</b>																
	1 Transportation Enhancement Plng.	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
	2 Enviro. Analysis & Pre-TIP Plng.	\$163	\$651	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$163	\$0	\$651	\$814		
	3 Special Studies	\$450	\$1,800	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$450	\$0	\$1,800	\$2,250		
	4 Regional or Statewide Planning	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
<b>III-E</b>	<b>Management &amp; Operations</b>																
	1 Management & Operations	\$1,234	\$4,936	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,234	\$0	\$4,936	\$6,170		
<b>Totals</b>		\$5,641	\$22,567	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,641	\$0	\$22,567	\$28,208		

**Town of Carrboro**  
**TASK DESCRIPTIONS & NARRATIVES**  
**FY 2018 UPWP**

**II-A-1 Traffic Volume Counts**

The Town will provide local traffic count data, collected for various local planning purposes, as needed for the Congestion Management Process or other MPO activities. The Town will also conduct additional traffic counts, as needed, for other plans or studies that relate to traffic congestion or safety.

**Objectives**

To collect local traffic count data relevant to the CMP, TRM model analysis, and-or local traffic studies.

**Previous Work**

In FY 2012, the Town submitted traffic count data for the CMP. The Town has collected traffic data for traffic calming studies and Traffic Impact Analyses for numerous development projects. Three Mobility Report Cards (2003, 2005 and the DCHC-MPO in 2014) report vehicular traffic and congestion, as well as pedestrian and bicycle traffic.

**Proposed Activities**

Collect traffic data using Town counters/manual bike-ped counting; provide traffic data and reports for the previously mentioned MPO activities; work with LPA staff on determining best traffic count locations for MRC and other studies; continue to collect traffic data relating to local traffic calming requests

**Products**

Traffic volume data from as recent a year as possible

**Relationship to other plans and MPO activities**

Data will be used for the CMP and MRC. Counts may be helpful in determining focus areas for TDM strategies, the Triangle Regional Model (TRM), and the Town's conceptual Slow Zone plan.

**Proposed budget and level of effort**

All work to be completed by Transportation Planner; Local staff hours: 20 hours

**II-A-3 Street System Changes**

Assemble the municipality street system changes from the last reporting year and data to the LPA.

**Objectives**

To maintain a current shapefile of Carrboro's street system and provide data to the LPA.

**Previous Work**

The Town will have submitted a current shapefile of the street system to the LPA.

**Proposed Activities**

1. Track changes to Carrboro's street system, maintain shapefile of current street system
2. Submit data to LPA with 4<sup>th</sup> quarter reports

**Products**

Provide the municipality's street system data to the LPA as part the 4<sup>th</sup> quarter progress report.

**Relationship to other plans and MPO activities**

Data can be used for CMP and regional TRM, as well as for various Town studies.

**Town of Carrboro**  
**TASK DESCRIPTIONS & NARRATIVES**  
**FY 2018 UPWP**

**Proposed budget and level of effort**

60 percent of work to be completed by GIS Analyst, 40 percent of work to be completed by Transportation Planner; Local Staff hours: 10 hours

**II-A-6 Dwelling Unit, Population and Employment Change**

The Town will review population and employment change data estimated by the Community Viz 2.0 process and-or dwelling unit, population, and employment data relevant to the next MTP and the Triangle Regional Model (TRM). The Town will also collect monthly development review activities, building permit and Certificate of Occupancy (CO) data.

**Objectives**

To review dwelling unit, population, and employment data as part of 2045 MTP, and the Travel Behavior Survey (TBS) of the Triangle Regional Model (TRM) processes, provide local development data to LPA.

**Previous Work**

In FY 2012 and again in 2016, the Town submitted place type and development status information to the LPA and reviewed population and employment control totals for use in the 2040 and 2045 MTP.

**Proposed Activities**

Review data generated by the TBS household survey; use CommunityViz 2.0 to further analyze future development scenarios in the subregion that includes Carrboro; collect monthly development review activities, building permits, and COs and submit to LPA

**Products**

1. Tabulation of development review proposals, building permits, and Certificate of Occupancies
2. Submit monthly data to the LPA and in summarize data in the quarterly progress report

**Relationship to other plans and MPO activities**

Relates to 2045 MTP and TRM processes.

**Proposed budget and level of effort**

90 percent of work to be completed by Transportation Planner, 10 percent of work to be completed by GIS Analyst; Local staff hours: 15 hours

**II-A-10 Mapping**

Town staff will update geo-spatial mapping for SE data, development proposals/permits/COs, bike-pedestrian networks/facilities, highway element of the 2045 MTP, transit element of the 2045 MTP, etc.

**Objectives**

To support mapping activities for the 2045 MTP and generate maps as needed for other MPO or Town transportation planning tasks.

**Previous Work**

The Town provided local socioeconomic data for the 2040 and 2045 MTPs. Reviewed and modified CommunityViz 2040 and 2045 MTP place type and development status categories. The Town edited employment shapefile in Employment Analyst in preparation for the 2045 MTP, analyzed residential and employment density in the vicinity of bus stops for the Orange County Bus and Rail Investment Plan, provided downtown Carrboro parking inventory maps, and regularly updated transportation shapefiles based on new developments and completed projects.

**Town of Carrboro**  
**TASK DESCRIPTIONS & NARRATIVES**  
**FY 2018 UPWP**

**Proposed Activities**

Review results of Community Viz 2.0 and edit data as necessary; review maps made for the MTP, CTP, and other MPO-related activities; provide any data or maps as requested by the LPA; maintain current GIS data for all transportation planning activities in Carrboro

**Products**

Generate the following GIS shape files, SE data, development review/proposals, permits, COs, bike-pedestrian networks and facilities, data collection location base maps, etc.; update of geodatabase of transit routes and stops, highway element of the MTP, bike-pedestrian element of the MTP, etc.

**Relationship to other plans and MPO activities**

2045 MTP, Carrboro Parking Plan, Orange Co. Bus and Rail Investment Plan, and the 2009 Comprehensive Bicycle Transportation Plan

**Proposed budget and level of effort**

80 percent of work to be completed by the GIS Analyst, 20 percent of work to be completed by Transportation Planner; Local staff hours: 80 hours

**II-A-11 Central Area Parking Inventory**

Town staff will inventory on- and off-street parking facilities in the Central Business Districts (CBD) and universities. Parking data to be collected include, number of spaces, parking fee rates (hourly daily, and monthly), average weekday costs and demand/occupancy.

**Objectives**

To develop and maintain a complete inventory of public and private parking spaces in downtown Carrboro, and in other areas as needed.

**Previous Work**

The Town maintains an inventory of all municipal parking spaces. Parking studies and inventories were conducted by UNC graduate students in 2008 and 2014. In 2015-2016 the Town enlisted a consultant to conduct a major parking inventory and study of the downtown area.

**Proposed Activities**

1. Database of parking facilities, GIS shape files containing parking data
2. Use recommendations from parking study to inform Town parking policies

**Products**

Shapefile and spreadsheet with parking space count data and attributes

**Relationship to other plans and MPO activities**

Carrboro Downtown Parking Study, 2045 MTP

**Proposed budget and level of effort**

Some work to be completed by a consultant, 50 percent of work to be completed by GIS Analyst, 50 percent of work to be completed by Transportation Planner; Local staff hours: 20 hours

**II-A-12 Bike and Pedestrian Facilities Inventory**

The Town will update mapping for bike and pedestrian facilities inventory

**Town of Carrboro**  
**TASK DESCRIPTIONS & NARRATIVES**  
**FY 2018 UPWP**

**Objectives**

To make current the Town's GIS data on bicycle and pedestrian facilities and to provide up-to-date bicycle and pedestrian facilities information to LPA staff.

**Previous Work**

The Town has collected bicycle and pedestrian facility data for a number of planning processes, including previous MTPs, the CTP, and the 2009 Carrboro Bicycle Transportation Plan.

**Proposed Activities**

Add features to GIS shapefiles of bicycle facilities and sidewalks, and send data as needed to LPA staff in the development of the MTP or other MPO planning processes

**Products**

Updated bike-ped GIS maps/attributes, including trails; updated geodatabase of bike-ped inventory; and collect bike-pedestrian facility information for SPOT, CMAQ/TAP funding

**Relationship to other plans and MPO activities**

Bicycle and pedestrian facility data is an important part of the bicycle and pedestrian element of the MTP, CTP, and numerous Town plans and programs.

**Proposed budget and level of effort**

60 percent of work to be completed by Transportation Planner, 40 percent of work to be completed by GIS Analyst; Local staff hours: 15 hours

**II-A-13 Bicycle and Pedestrian Counts**

The Town will contribute existing bicycle and pedestrian traffic information for local and regional planning processes as needed. The Town will continue to conduct bike and pedestrian counts as part of the traffic calming process and Safe Routes to School program.

**Objectives**

To collect continuous, reliable pedestrian and bicycle volume data that can be averaged over time and disaggregated for independent variables such as month, time, and weather. The Town will also supply bicycle and pedestrian travel data for regional planning processes.

**Previous Work**

The Town has collected bicycle and pedestrian data for a number of planning processes, including the 2009 Comprehensive Bicycle Transportation Plan and regional Mobility Report Card. The Town participated in a pilot program with the MPO/ITRE that installed pedestrian and bicycle counters on the Libba Cotten Bikeway and on Old NC 86, just north of the intersection with Old Fayetteville Road, and assumed control of these counters in Winter of 2016.

**Proposed Activities**

Review data collected by bike-ped counters previously installed by ITRE/MPO, and use counts for Town analysis and MPO data collection, continue to conduct bicycle and pedestrian counts, and work with LPA staff to coordinate additional data collection efforts

**Products**

Spreadsheets or tally sheets with bicycle and pedestrian counts

**Town of Carrboro**  
**TASK DESCRIPTIONS & NARRATIVES**  
**FY 2018 UPWP**

**Relationship to other plans and MPO activities**

2045 MTP, CTP, Mobility Report Card

**Proposed budget and level of effort**

All work to be completed by Transportation Planner; Local staff hours: 25 hours

**II-B-6 Community Goals and Objectives**

The Town will continue facilitating elected official and local input for transportation goals and objectives. General public input on community transportation priorities will also be sought under this task listing.

**Objectives**

To keep elected officials and the public involved in setting transportation priorities, goals, and objectives.

**Previous Work**

Town staff and elected officials reviewed Goals and Objectives for the 2045 MTP. Elected officials have also weighed in on local transportation project priorities as part of the SPOT 4.0 process, and members of public have participated in surveys/public meetings related to transportation-related priorities and goals.

**Proposed Activities**

Hold public events on transportation goals, objectives, and priorities; continue to improve web-based platforms for gathering public input, and give presentations to Carrboro Board of Aldermen and TAB

**Products**

Public input events, and Board of Aldermen and TAB presentations

**Relationship to other plans and MPO activities**

2045 MTP, Public Involvement Policy, Parking Plan, SPOT 5.0

**Proposed budget and level of effort**

60 percent of work to be completed by Transportation Planner, 40 percent of work to be completed by Planning Administrator; Local staff hours: 15 hours

**II-B-10 Transit Element of the MTP**

Support evaluation of transit element of the 2045 MTP, including DO-LRT, commuter rail and BRT.

**Objectives**

To provide input and evaluate the transit element of the 2045 MTP and participate in regional planning efforts related to the DO-LRT, Commuter rail and Bus Rapid Transit.

**Previous Work**

Town staff has participated in regional planning efforts related to the DO-LRT, Chapel Hill Bus Rapid Transit, Orange County Bus and Rail Investment Plan, and other transit projects.

**Proposed Activities**

Town staff will assist in the evaluation of transit preferred options, update of the 2045 transit tables and attributes, and geodatabase of transit preferred option, and final 2045 projects

**Town of Carrboro**  
**TASK DESCRIPTIONS & NARRATIVES**  
**FY 2018 UPWP**

**Products**

1. Evaluation of transit preferred options, update 2045 transit tables and attributes
2. Update of geodatabase of transit preferred option and final 2045 projects

**Relationship to other plans and MPO activities**

2045 MTP, CTP, Orange County Bus and Rail Investment Plan

**Proposed budget and level of effort**

70 percent of work to be completed by Transportation Planner, 30 percent of work to be completed by Planning Administrator; Local staff hours: 10 hours

**II-B-17 Congestion Management Strategies**

The MPO is maintaining a Congestion Management Process (CMP) to address congestion within the metropolitan area boundary. The Town will contribute planning resources to this process as well as the Mobility Report Card and continued analysis of downtown Carrboro congestion.

**Objectives**

To contribute to the ongoing development of the CMP, MRC, and continue research and analysis on downtown Carrboro traffic level of service (LOS).

**Previous Work**

The Town has contributed to the CMP and previous Mobility Report Cards. The Town has also conducted a number of local studies related to traffic and congestion within Town boundaries. Town staff has also worked on Transportation Demand Management efforts as a strategy for decreasing congestion.

**Proposed Activities**

Evaluate CMP and MRC networks, review of products and analyses, and provide GIS shape files

**Products**

GIS shapefile of sub-areas, local and transit data as needed

**Relationship to other plans and MPO activities**

CMP, 2045 MTP, Mobility Report Card, Parking Study

**Proposed budget and level of effort**

60 percent of work to be completed by Transportation Planner, 40 percent of work to be completed by Planning Administrator ; Local staff hours: 15 hours

**II-C-1 Short Range Transit Planning**

The Town will participate in short-range transit planning for the region, with a focus on the Chapel Hill-Carrboro area. Through the Transit Partners Committee, the Town will provide input on Chapel Hill Transit planning initiatives, including the Bus Rapid Transit project. The Town will coordinate with Orange County, GoTriangle, and the MPO on the update and implementation of the Bus and Rail Investment Plan for Orange County and the DO-LRT. This task may include the development of a 5-year need based Budget and Connectivity plan.

**Objectives**

To ensure that Carrboro plays a key role in Chapel Hill Transit (CHT) planning, capital investment, and operations by continuing to work with CHT on new initiatives, short range planning, public involvement,

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and troubleshooting. The Town will assist as needed in implementation of the Bus and Rail Investment Plan for Orange County and the DO-LRT, coordinating with Orange County, GoTriangle, and the MPO.

**Previous Work**

Town elected officials, advisory board members, and staff regularly attend Chapel Hill Transit Partners Committee meetings and N-S Corridor Study meetings. The Board of Aldermen endorsed the draft Bus and Rail Investment Plan for Orange County in May 2011. The Town has provided input into initiatives such as the Comprehensive Operations Analysis, Eubanks Road Park-and-Ride Feasibility Study, and others. The Town worked with GoTriangle to begin peak-hour bus service from Carrboro to Durham.

**Proposed Activities**

Continue to participate in Transit Partners Committee; attend staff working group meetings to update the Bus and Rail Investment Plan in Orange County; coordinate with OCBRIP Staff Working Group on service improvements and capital projects as part of the Bus and Rail Investment Plan, including providing information on transit access and service priorities; review on-board transit survey information as it pertains to Carrboro and Carrboro ridership as part of the short-range and long-range planning efforts; work with LPA staff on the 5-year plan

**Products**

5-Year plan, System performance report, and GIS shape files of routes and proposed changes

**Relationship to other plans and MPO activities**

OCBRIP, 2045 MTP, Chapel Hill Transit N-S Corridor Bus Rapid Transit

**Proposed budget and level of effort**

65 percent of work to be completed by Transportation Planner, 35 percent of work to be completed by Planning Administrator; Local staff hours: 40 hours

**III-A-1 Planning Work Program**

The Town will administer the FY 2017-2018 UPWP, and prepare and process amendments as needed. Working with MPO staff, Town staff will identify transportation planning emphasis areas for the subsequent fiscal year and prepare the FY 2018-2019 UPWP. Town staff will participate in UPWP oversight meetings with MPO staff and staff from other MPO member jurisdictions.

**Objectives**

To track and report on Carrboro's 2018 UPWP activities, and process amendments if necessary. The Town will submit its portion of the 2018 UPWP to the MPO and participate in oversight of the process.

**Previous Work**

Town staff prepared UPWPs each year and tracked the completion of tasks with quarterly progress reports. Progress reports have made clear how much funding remains for tasks in the fiscal year, guiding whether or not amendments are necessary. Town staff has also participated in LPA oversight meetings.

**Proposed Activities**

Complete quarterly reports for the 2018 UPWP; complete amendment spreadsheets as needed; prepare Carrboro's 2019 UPWP documents and budget; attend LPA oversight meetings and review documents

**Town of Carrboro**  
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**FY 2018 UPWP**

**Products**

Development of draft and final FY19 UPWP, quarterly invoices and reports, amendment of UPWP as necessary, and transmittal of documentation, work products/deliverable highlighted elsewhere to the LPA

**Relationship to other plans and MPO activities**

Required by federal law, the UPWP is the mechanism for regional transportation planning and coordination in the MPO. It allocates a portion of STP-DA and transit funding received by the MPO for planning activities.

**Proposed budget and level of effort**

70 percent of work to be completed by Transportation Planner , 30 percent of work to be completed by Planning Administrator; Local staff hours: 50 hours

**III-B-1 TIP**

Town staff will continue to implement planning, design, and construction of TIP projects. Town staff will assist with MTIP development and SPOT 5.0 activities.

**Objectives**

To facilitate timely progress on TIP projects and process amendments when necessary. The Town will continue to participate in review and coordination regarding the SPOT 5.0 prioritization process.

**Previous Work**

The Wilson Park Multi-use Path (U-4726-DF) is a recently-completed TIP project, and the Homestead-Chapel Hill High School Multi-use Path (U-4726-DE) is expected to be complete by early 2017. Projects currently underway include Morgan Creek Greenway Phases 1 and 2 (EL-4828), the Rogers Road Sidewalk (U-4726-DD), Bicycle Loop Detectors (U-4726-DF), and Jones Creek Greenway (C-5181). All of these projects should be under construction or nearing it when the 2017-18 fiscal year begins on July 1.

**Proposed Activities**

Continue implementation of projects currently underway; initiate municipal agreement for S. Greensboro St. sidewalk (U-4726 DX); process MTIP amendments as necessary; assist in SPOT 5.0 process

**Products**

2018-2027 MTIP local agencies' supplement, MTIP amendments, summary of public involvement activities, STP-DA/TAP project delivery status, SPOT-5 local prioritization and points assignments, and STP-DA obligated projects

**Relationship to other plans and MPO activities**

2017-2028 TIP, 2045 MTP, Orange County Bus and Rail Investment Plan

**Proposed budget and level of effort**

80 percent of work to be completed by Transportation Planner, 20 percent of work to be completed by Planning Administrator; Local staff hours: 80 hours

**III-C-2 Environmental Justice**

Assist with implementation of the MPO EJ and Limited English Proficiency programs within the Town. Ensure adequate public outreach and input by low income and minorities (EJ communities) in Carrboro.

**Town of Carrboro**  
**TASK DESCRIPTIONS & NARRATIVES**  
**FY 2018 UPWP**

**Objectives**

To assist the MPO as needed in implementing the Environmental Justice plan that ensures equity in MPO planning processes.

**Previous Work**

MPO staff created an Environmental Justice report in 2015 as part of the federal re-certification process.

**Proposed Activities**

Assist with the implementation of the MPO Environmental Justice and LEP programs

**Products**

Updated EJ/LEP address and email lists of community and groups, summary of EJ/LEP outreach and analysis, update demographic profile based local data of EJ/LEP community in Carrboro

**Relationship to other plans and MPO activities**

MPO Environmental Justice Plan, Title VI

**Proposed budget and level of effort**

60 percent of work to be completed by Transportation Planner, 30 percent of work to be completed by Planning Administrator, 10 percent of the work to be completed by the GIS Analyst; Local staff hours: 10

**III-C-4 Planning for the Elderly and Disabled**

The Town will document ADA planning and outreach activities in Carrboro.

**Objectives**

To continue efforts to emphasize the planning, development, evaluation, and reevaluation of transportation facilities and services for the elderly and disabled.

**Previous Work**

Throughout the year staff responds to disabled and elderly citizen concerns regarding the transportation system, primarily related to paratransit and accessibility of infrastructure. Development plans are reviewed for compliance with ADA standards. Town staff and residents conducted a walkability audit of the downtown as part of the Parking Study in 2016.

**Proposed Activities**

Update ADA mailing list, continue to support sound planning and transit access for disabled and elderly residents, route maps showing ADA target areas

**Products**

Updated ADA mailing list, plan or activities, and route maps showing ADA target areas

**Relationship to other plans and MPO activities**

Recognition of ADA-related needs in urban transportation is required by FHWA and FTA regulations.

**Proposed budget and level of effort**

60 percent of work to be completed by Transportation Planner, 25 percent of work to be completed by Planning Administrator, 15 percent of the work to be completed by the GIS Analyst; Local staff hours: 15

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**III-C-5 Safety/Drug Control Planning**

Town staff will assist with the development and update of the MPO Safety Plan.

**Objectives**

Assist with the development and update of the MPO Safety Plan.

**Previous Work**

No previous work has been done for this task.

**Proposed Activities**

Provide safety and security data to the MPO and gather data on accident type and location

**Products**

Provide safety and security data, and GIS shape files of accident locations

**Relationship to other plans and MPO activities**

Regional Traffic Incident Management plan

**Proposed budget and level of effort**

70 percent of work to be completed by Transportation Planner, 30 percent of work to be completed by Planning Administrator; Local staff hours: 5 hours

**III-C-6 Public Involvement**

Ensure an early, proactive and meaningful public participation and input throughout the transportation planning process in Carrboro, including providing the public with complete information, timely notice, full access to key decisions and opportunities for early and continuing involvement in the 3C process. Town staff will help assess the effectiveness of the current Public Involvement Process as required by the federal certification team. The Town will work to develop and enhance of the process of public dissemination of information.

**Objectives**

To provide opportunities for the public to contribute to the planning of local and regional transportation facilities, and to review and assist as needed with the Public Involvement Policy.

**Previous Work**

The Town has held citizens' informational workshops on many of its TIP projects under development the last few years. The Town coordinates with the MPO on public involvement for the MTP and TIP and with Chapel Hill Transit on service improvements and changes.

**Proposed Activities**

Update public involvement mailing list (and email address), hold public involvement activities for transportation projects, and collect data from the Town's interactive web-based maps

**Products**

Update public involvement mailing list (and email address); summary of public involvement activities, including means of advertisement, attendance, and response to comments; report on the analysis of the effectiveness of the local agencies' public involvement; ADA checklist and activities

**Town of Carrboro**  
**TASK DESCRIPTIONS & NARRATIVES**  
**FY 2018 UPWP**

**Relationship to other plans and MPO activities**

Public Involvement Policy, MTP

**Proposed budget and level of effort**

65 percent of work to be completed by Transportation Planner, 35 percent of work to be completed by Planning Administrator; Local staff hours: 30 hours

**III-D-2 Environmental Analysis and Pre-TIP Planning**

Town staff participation in NCDOT project development, including feasibility studies and environmental studies/NEPA.

**Objectives**

To assist in the comprehensive environmental analysis and other planning processes necessary to the development of TIP projects.

**Previous Work**

The Town has participated in the full scope of project development and environmental analysis for numerous federally funded transportation projects over the years.

**Proposed Activities**

Assist NCDOT and consultants in the environmental analyses and feasibility studies required of federally funded transportation projects in Town.

**Products**

Documentation of completed environmental analyses, feasibility studies of potential projects as needed

**Relationship to other plans and MPO activities**

TIP

**Proposed budget and level of effort**

80 percent of work to be completed by Transportation Planner, 20 percent of work to be completed by Planning Administrator; Local staff hours: 20 hours

**III-D-3 Special Studies**

Town staff will continue to conduct special studies related to local transportation issues, including working towards updating the Town's bike plan. The Town will also assist MPO and other local staff in the oversight of a corridor study for NC 54 West.

**Objectives**

To work towards updating the bike plan for the Town, which will reflect new technologies and best practices since 2009. The Town will oversee the completion of the NC 54 Corridor Study and will have data and recommendations to use in future project planning for that segment of road.

**Previous Work**

The Town has engaged in transportation-related studies such as the Comprehensive Bicycle Master Plan, the Bolin and Morgan Creek Greenway Conceptual Master Plans, the Safe Routes to School Action Plan, the Oak-Poplar Neighborhood Traffic Circulation Study, the West Main Street Road Diet Study, and the Downtown Carrboro Parking Study. The Town assisted in writing and releasing a Request for Information for the NC 54 West Corridor Study in 2016.

**Town of Carrboro**  
**TASK DESCRIPTIONS & NARRATIVES**  
**FY 2018 UPWP**

**Proposed Activities**

Initiate bike plan update, apply for NCDOT funds, participation in the oversight of the NC 54 West Corridor Study, review other Town plans and studies as necessary

**Products**

Application for bike plan funding, data for use by MPO, and NC 54 Corridor Study

**Relationship to other plans and MPO activities**

2045 MTP, CMP, 2009 Comprehensive Bicycle Plan

**Proposed budget and level of effort**

75 percent of work to be completed by Transportation Planner, 15 percent of work to be completed by Planning Administrator, 10 percent of work to be completed by GIS Analyst; Local staff hours: 55 hours

**III-E-1 Management and Operations**

Administrative tasks necessary to maintaining the 3C planning process will be completed.

**Objectives**

To participate in and contribute to MPO-related meetings and adhere to the goals and tasks laid out in the Unified Planning Work Program. Town staff will ensure that elected officials have adequate information to make informed decisions on local and regional transportation issues. Town staff will also ensure the local transportation advisory board has the information it needs to develop sound recommendations on local and regional transportation issues. To improve staff efficiency and knowledge through training sessions and educational materials.

**Previous Work**

Similar to proposed activities described below.

**Proposed Activities**

Attend and participate in MPO Board and TC meetings; staff development through professional training courses, seminars, and conferences; facilitate local Transportation Advisory Board meetings by creating agendas, minutes, and staff reports; prepare materials and present to the local elected officials related to local and regional transportation planning topics; attend and participate in MPO subcommittee meetings

**Products**

Staff reports for Board of Aldermen and advisory board meetings

**Relationship to other plans and MPO activities**

This task supports all plans and MPO activities.

**Proposed budget and level of effort**

75 percent of work to be completed by Transportation Planner, 25 percent of work to be completed by Planning Administrator; Local staff hours: 150 hours

# Town of Chapel Hill

	Task Description	STBGP 133(b)(3)(7)		Sec. 104(f) PL		Section 5303 Highway/Transit			Section 5307 Transit			Task Funding Summary			
		Local 20%	FHWA 80%	Local 20%	FHWA 80%	Local 10%	NCDOT 10%	FTA 80%	Local 10%	NCDOT 10%	FTA 80%	Local	NCDOT	Federal	Total
<b>II-A</b>	<b>Surveillance of Change</b>														
	1 Traffic Volume Counts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	2 Vehicle Miles of Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	3 Street System Changes	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	4 Traffic Accidents	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	5 Transit System Data	\$0	\$0	\$0	\$0	\$666	\$666	\$5,328	\$0	\$0	\$0	\$666	\$666	\$5,328	\$6,660
	6 Dwelling Unit, Pop. & Emp. Change	\$0	\$0	\$0	\$0	\$435	\$435	\$3,480	\$0	\$0	\$0	\$435	\$435	\$3,480	\$4,350
	7 Air Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	8 Vehicle Occupancy Rates	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	9 Travel Time Studies	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	10 Mapping	\$3,215	\$12,860	\$0	\$0	\$3,610	\$3,610	\$28,880	\$0	\$0	\$0	\$6,825	\$3,610	\$41,740	\$52,175
	11 Central Area Parking Inventory	\$0	\$0	\$0	\$0	\$870	\$870	\$6,960	\$0	\$0	\$0	\$870	\$870	\$6,960	\$8,700
	12 Bike & Ped. Facilities Inventory	\$0	\$0	\$0	\$0	\$952	\$952	\$7,616	\$0	\$0	\$0	\$952	\$952	\$7,616	\$9,520
	13 Bike & Ped. Counts	\$0	\$0	\$0	\$0	\$656	\$656	\$5,248	\$0	\$0	\$0	\$656	\$656	\$5,248	\$6,560
		\$0	\$0			\$0	\$0	\$0							
<b>II-B</b>	<b>Long Range Transp. Plan (MTP)</b>	\$0	\$0			\$0	\$0	\$0							
	1 Collection of Base Year Data	\$0	\$0	\$0	\$0	\$268	\$268	\$2,140	\$0	\$0	\$0	\$268	\$268	\$2,140	\$2,675
	2 Collection of Network Data	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	3 Travel Model Updates	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	4 Travel Surveys	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	5 Forecast of Data to Horizon year	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	6 Community Goals & Objectives	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	7 Forecast of Future Travel Patterns	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	8 Capacity Deficiency Analysis	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	9 Highway Element of th MTP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	10 Transit Element of the MTP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	11 Bicycle & Ped. Element of the MTP	\$1,236	\$4,942	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,236	\$0	\$4,942	\$6,178
	12 Airport/Air Travel Element of MTP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	13 Collector Street Element of MTP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	14 Rail, Water or other mode of MTP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	15 Freight Movement/Mobility Plannin	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	16 Financial Planning	\$0	\$0	\$0	\$0	\$653	\$653	\$5,224	\$0	\$0	\$0	\$653	\$653	\$5,224	\$6,530
	17 Congestion Management Strategies	\$0	\$0	\$0	\$0	\$1,057	\$1,057	\$8,452	\$0	\$0	\$0	\$1,057	\$1,057	\$8,452	\$10,565
	18 Air Qual. Planning/Conformity Ana	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$0	\$0			\$0	\$0	\$0							
<b>II-C</b>	<b>Short Range Transit Planning</b>	\$0	\$0			\$0	\$0	\$0							
	Short Range Transit Planning	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$0	\$0			\$0	\$0	\$0							
<b>III-A</b>	<b>Planning Work Program</b>	\$0	\$0			\$0	\$0	\$0							
	Planning Work Program	\$0	\$0	\$0	\$0	\$1,479	\$1,479	\$11,832	\$0	\$0	\$0	\$1,479	\$1,479	\$11,832	\$14,790
		\$0	\$0			\$0	\$0	\$0							
<b>III-B</b>	<b>Transp. Improvement Plan</b>	\$0	\$0			\$0	\$0	\$0							
	TIP	\$0	\$0	\$0	\$0	\$2,549	\$2,549	\$20,392	\$0	\$0	\$0	\$2,549	\$2,549	\$20,392	\$25,490
		\$0	\$0			\$0	\$0	\$0							
<b>III-C</b>	<b>Cvl Rgts. Cmp./Otr .Reg. Req.</b>	\$0	\$0			\$0	\$0	\$0							
	1 Title VI	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	2 Environmental Justice	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	3 Minority Business Enterprise	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	4 Planning for the Elderly & Disabled	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	5 Safety/Drug Control Planning	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	6 Public Involvement	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	7 Private Sector Participation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$0	\$0			\$0	\$0	\$0							
<b>III-D</b>	<b>Incidental Plng./Project Dev.</b>	\$0	\$0			\$0	\$0	\$0							
	1 Transportation Enhancement Plng.	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	2 Enviro. Analysis & Pre-TIP Plng.	\$0	\$0	\$0	\$0	\$436	\$436	\$3,488	\$0	\$0	\$0	\$436	\$436	\$3,488	\$4,360
	3 Special Studies	\$1,845	\$7,381	\$0	\$0	\$457	\$457	\$3,656	\$0	\$0	\$0	\$2,302	\$457	\$11,037	\$13,796
	4 Regional or Statewide Planning	\$0	\$0	\$0	\$0	\$1,447	\$1,447	\$11,572	\$0	\$0	\$0	\$1,447	\$1,447	\$11,572	\$14,465
		\$0	\$0			\$0	\$0	\$0							
<b>III-E</b>	<b>Management &amp; Operations</b>	\$0	\$0			\$0	\$0	\$0							
	1 Management & Operations	\$0	\$0	\$0	\$0	\$1,617	\$1,617	\$12,932	\$0	\$0	\$0	\$1,617	\$1,617	\$12,932	\$16,165
	<b>Totals</b>	\$6,296	\$25,184	\$0	\$0	\$17,150	\$17,150	\$137,200	\$0	\$0	\$0	\$23,446	\$17,150	\$162,384	\$202,979

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**Task II-A-10: Mapping**

The Town of Chapel Hill will continue to undertake tasks associated with mapping and updates to UPWP transportation planning activities such as the CMS, MTP, CTP, TIP, SPOT/Prioritization, traffic counts, bicycle and pedestrian counts and inventory, transit routes, land use, traffic analysis zones, socio-economic and demographic trends, and environmental factors. The Town mapping and spatial GIS product will support the MPO overall GIS and geo-spatial management system. Also, the MPO data and GIS integration will serve as a platform for maintaining and updating of data in GIS format.

**Objectives**

To provide maps for use in various MPO planning activities; update base maps; update and maintain geo-spatial maps; provide mapping support for Community Viz, modeling, MTP, CTP, etc.; main GIS-Online and, to maintain updated geospatial information for transportation analyses.

**Previous Work**

The Town has prepared mapping for various MPO activities such as the 2040 LRTP, MTIP Regional Priority project Lists, 2009-15 MTIP, functional classification based on the 2000 Census, MPO urbanized area maps, MAB, etc.

**Proposed Activities**

Collect updated geospatial information; monitor development of MPO on-line GIS system; create files and maps containing MPO transportation information; and, coordinate the development of the Community Viz 2.0 platform for use in development of 2045 MTP.

**Products/Deliverables**

Maps for various MPO planning activities; Region-wide GIS files; MPO Enterprise GIS; Geo-spatial mapping; Update count maps; ArcGIS Online; and, Data Management System.

**Relationship to Other Plans and MPO Activities**

GIS data will be used in many MPO activities such as the Triangle Regional Model, Metropolitan Transportation Plan (MTP), Comprehensive Transportation Plan (CTP), the Congestion Management Program (CMP) Card, Functional classification update, TIP Regional Priority List, MTIP development, NCDOT SPOT, land-use scenario, environmental layers, and other mappings to support the MPO-LPA transportation planning activities.

**Proposed Budget and Level of Effort (Staff or Consulting)**

Task will be undertaken by transit planner, long range transportation planner, transportation interns and supervised by the division manager. 645 hours.

**Task II-B-11: Bicycle and Pedestrian Element of the MTP and CTP**

The Town of Chapel Hill will participate and assist the MPO in implementing the bicycle and pedestrian elements of the 2045 MTP. The Town will continue to implement the adopted 2014 Bicycle Plan and incorporation of bicycle elements in to the Mobility and Connectivity Plan. .

**Objectives**

Update the MTP Bicycle and Pedestrian elements, project descriptions and cost information; collect public input on bicycle and pedestrian facilities and programs; update the MTP ancillary

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planning and program information; update MTP Bicycle and Pedestrian Element maps; work to implement elements of the MTP Bicycle and Pedestrian elements through the TIP; and prepare a Chapel Hill Pedestrian Plan.

**Previous Work**

Preparation of Bicycle/Pedestrian elements of the 2040 LRTP and 2014 Chapel Hill Bicycle Plan

**Proposed Activities**

Collect planned and proposed bicycle and pedestrian project information from local and regional plans and forums for inclusion in the MTP; create and update bicycle and pedestrian facility maps; create and update bicycle and pedestrian demand analysis; coordinate planning activities between local and regional agencies for bicycle, and pedestrian, trail/greenway and TDM initiatives; prepare scope for Pedestrian Plan, prepare RFQ and select consultant; and manage development of the Pedestrian Plan.

**Products/Deliverables**

Chapel Hill Pedestrian Plan. Bicycle and Pedestrian elements of the MTP will include project descriptions and demand analysis, assessment of need, maps of regional projects, etc.

**Relationship to Other Plans and MPO Activities**

Planning activities for the MTP Bicycle and Pedestrian Element will be coordinated with local and regional bicycle, pedestrian, greenway and TDM Plans, in order to capture all proposed projects within the MPO.

**Proposed Budget and Level of Effort (Staff or Consulting)**

Task will be undertaken by transit planner, long range transportation planner, transportation interns and supervised by the division manager. 300 hours.

**Task III-D-3 Special Studies**

Participate in ongoing special studies.

**Objectives**

To provide staff support to special studies that impact the DCHC MPO.

**Previous Work**

Assistance on US 15-501 South, Fordham Feasibility, and I-40 Managed Lane Feasibility studies

**Proposed activities**

Attend coordination meeting, prepare data on request, and provide updates to elected officials.

**Expected Work Products**

Completed special studies

**Proposed Budget and Level of Effort (Staff or Consulting)**

Task will be undertaken by long range transportation planner, transportation interns and supervised by the division manager. 705 hours.

City of Durham & GoDurham

	Task Description	STBGP		Sec. 104(f)		Section 5303			Section 5307			Task Funding Summary				
		133(b)(3)(7)		PL		Highway/Transit			Transit			Local	NCDOT	Federal	Total	
		Local	FHWA	Local	FHWA	Local	NCDOT	FTA	Local	NCDOT	FTA					
		20%	80%	20%	80%	10%	10%	80%	10%	10%	80%					
<b>II-A</b>	<b>Surveillance of Change</b>															
	1 Traffic Volume Counts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	2 Vehicle Miles of Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	3 Street System Changes	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	4 Traffic Accidents	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	5 Transit System Data	\$0	\$0	\$0	\$0	\$8,076	\$8,076	\$64,608	\$5,278	\$5,278	\$42,224	\$13,354	\$13,354	\$106,832	\$133,540	
	6 Dwelling Unit, Pop. & Emp. Change	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	7 Air Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	8 Vehicle Occupancy Rates	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	9 Travel Time Studies	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	10 Mapping	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	11 Central Area Parking Inventory	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	12 Bike & Ped. Facilities Inventory	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	13 Bike & Ped. Counts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>II-B</b>	<b>Long Range Transp. Plan (MTP)</b>															
	1 Collection of Base Year Data	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	2 Collection of Network Data	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	3 Travel Model Updates	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	4 Travel Surveys	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	5 Forecast of Data to Horizon year	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	6 Community Goals & Objectives	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	7 Forecast of Future Travel Patterns	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	8 Capacity Deficiency Analysis	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	9 Highway Element of th MTP	\$2,608	\$10,434	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,608	\$0	\$10,434	\$13,042	
	10 Transit Element of the MTP	\$2,174	\$8,694	\$0	\$0	\$326	\$326	\$2,608	\$483	\$483	\$3,864	\$2,983	\$809	\$15,166	\$18,958	
	11 Bicycle & Ped. Element of the MTP	\$2,608	\$10,434	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,608	\$0	\$10,434	\$13,042	
	12 Airport/Air Travel Element of MTP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	13 Collector Street Element of MTP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	14 Rail, Water or other mode of MTP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	15 Freight Movement/Mobility Planning	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	16 Financial Planning	\$0	\$0	\$0	\$0	\$326	\$326	\$2,608	\$9,364	\$9,364	\$74,912	\$9,690	\$9,690	\$77,520	\$96,900	
	17 Congestion Management Strategies	\$652	\$2,608	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$652	\$0	\$2,608	\$3,260	
	18 Air Qual. Planning/Conformity Anal.	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>II-C</b>	<b>Short Range Transit Planning</b>															
	1 Short Range Transit Planning	\$0	\$0	\$0	\$0	\$2,610	\$2,610	\$20,880	\$10,058	\$10,058	\$80,464	\$12,668	\$12,668	\$101,344	\$126,680	
<b>III-A</b>	<b>Planning Work Program</b>															
	Planning Work Program	\$1,087	\$4,347	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,087	\$0	\$4,347	\$5,434	
<b>III-B</b>	<b>Transp. Improvement Plan</b>															
	TIP	\$2,608	\$10,434	\$0	\$0	\$653	\$653	\$5,224	\$969	\$969	\$7,752	\$4,230	\$1,622	\$23,410	\$29,262	
<b>III-C</b>	<b>Cvl Rgts. Cmp./Otr .Reg. Reqs.</b>															
	1 Title VI	\$218	\$869	\$0	\$0	\$326	\$326	\$2,608	\$350	\$350	\$2,800	\$894	\$676	\$6,277	\$7,847	
	2 Environmental Justice	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	3 Minority Business Enterprise	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	4 Planning for the Elderly & Disabled	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	5 Safety/Drug Control Planning	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	6 Public Involvement	\$1,087	\$4,347	\$0	\$0	\$326	\$326	\$2,608	\$937	\$937	\$7,496	\$2,350	\$1,263	\$14,451	\$18,064	
	7 Private Sector Participation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>III-D</b>	<b>Incidental Plng./Project Dev.</b>															
	1 Transportation Enhancement Plng.	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	2 Enviro. Analysis & Pre-TIP Plng.	\$4,347	\$17,388	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,347	\$0	\$17,388	\$21,735	
	3 Special Studies	\$1,087	\$4,347	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,087	\$0	\$4,347	\$5,434	
	4 Regional or Statewide Planning	\$2,174	\$8,694	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,174	\$0	\$8,694	\$10,868	
<b>III-E</b>	<b>Management &amp; Operations</b>															
	1 Management & Operations	\$1,087	\$4,347	\$0	\$0	\$5,207	\$5,207	\$41,656	\$2,061	\$2,061	\$16,488	\$8,355	\$7,268	\$62,491	\$78,114	
<b>Totals</b>		\$21,737	\$86,943	\$0	\$0	\$17,850	\$17,850	\$142,800	\$29,500	\$29,500	\$236,000	\$69,087	\$47,350	\$465,743	\$582,180	

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**II-B-9: Highway Element of the MTP**

The MPO will continue evaluation of highway elements of the Comprehensive Transportation Plan and Metropolitan Transportation Plan. The City will assist and support the MPO efforts. Specifically, the City will assist in the establishment of performance measures for evaluating highway alternatives. Also, the City will identify and evaluate highway facilities to be included as part of the MPO highway component of the CTP and MTP.

**Objectives**

To identify a list of highway projects based on travel demand and deficiencies; and to develop a series of highway alternatives (i.e., set of highway projects with a distinct objective); and to develop key data for each highway project such as capacity, length, alignment, cost, implementation year, etc.

**Previous Work**

2040 MTP; Congestion Management Process; Triangle Regional Model; travel demand forecast; and, capacity deficiency analysis.

**Proposed Activities**

Establish evaluation criteria; develop key data for highway projects; re-evaluation of 2040 highway element; generate highway projects and alternatives; evaluate highway projects and alternatives; and, City Council and MPO Board comments on alternatives.

**Products/Deliverables**

Preferred highway element option; and key data for highway projects

**Relationship to Other Plans and MPO Activities**

Before the highway element can be developed, several other tasks must be successfully completed including: TRM update; travel demand forecasts; capacity deficiency analysis. In addition, and the Congestion Management Process will be important to this task.

**Proposed Budget and Level of Effort**

Senior Transportation Planner, 228 hours

**II-B-10: Transit Element of the MTP**

The City will assist and support the MPO on the evaluation of transit elements of the Comprehensive Transportation Plan (CTP) and the 2045 MTP. Transit evaluation will include fixed-route bus service, fixed-guideway transit, highway capacity transit and demand responsive transit. Using travel behavior, ridership forecasts and other analysis, evaluation of transit element will look at unmet needs, new services areas and potential markets. Performance measures will be established for evaluating transit alternatives. A roster of transit routes, projects and services will be identified based on the current routes, 2013 base year, transit feasibility studies, transit 5-year and master plans, travel demand forecast and capacity deficiency analysis. Combinations of these services will produce a variety of transit alternatives that will be analyzed to find the alternative that best meets the CTP/MTP Goals and Objectives and targets, and the fiscal constraint requirement. Each alternative will characterize one or more emphasis area such as new roadways, transit intensive, etc. The transit element of the CTP will be developed in parallel with the MTP, but will likely have a different set of constraints (e.g., no fiscal constraint).

**Objectives**

1. To identify a list of transit routes, projects and services based on completed transit studies, travel demand and deficiencies;
2. To develop a series of transit alternatives (i.e., set of transit routes, projects and services with a

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- distinct objective); and,
3. To develop key data for each transit project such as route, ridership capacity (e.g., load capacity and headway), service hours, cost, implementation year, etc.

**Previous Work**

2040 MTP; feasibility studies (regional transit plans , STAC, US 15-501 Transit Corridor and I-40/NC 54 Transit Corridor, Chapel Hill Transit Master Plan, etc.); transit 5-year TDP and master plans; travel demand forecast; and capacity deficiency analysis.

**Proposed Activities**

1. Establish evaluation criteria; develop key data for transit services; generate transit projects and alternatives; evaluate transit projects and alternatives; and,
2. City Council and MPO Board comments on alternatives and draft MTP and CTP.

**Products/Deliverables**

Preferred transit element option; transit CTP map and, key data for transit projects.

**Relationship to Other Plans and MPO Activities:**

Before the transit element can be developed, several other tasks must be successfully completed including: TRM update and surveys; travel demand forecasts; capacity deficiency analysis. In addition, transit plans and feasibility studies, the Congestion Management Process and CTP will be important input to this task.

**Proposed Budget and Level of Effort**

Senior Transportation Planner, 190 hours

**Task II-B-11: Bicycle and Pedestrian Element of the MTP**

The City of Durham will participate and assist the MPO in evaluating the bicycle and pedestrian elements of the Comprehensive Transportation Plan and the 2045 MTP. The MPO will continue work on the implementation of the Durham Bike+Ped Implementation Plan.

**Objectives**

1. Update the MTP/CTP bicycle and pedestrian elements, project descriptions and cost information;
2. Collect public input on bicycle and pedestrian facilities and programs to be included in the CTP/2045 MTP; update the MTP ancillary planning and program information.
3. Coordinate existing local and regional plans and projects with MTP bicycle and pedestrian element; update MTP bicycle and pedestrian Element maps; and,
4. Work with local communities on Regional Priority Lists, in order to implement MTP Bicycle and Pedestrian elements through the TIP.

**Previous Work**

1. Preparation of the bicycle and pedestrian elements of the 2040 MTP.
2. Durham Bike+Walk Implementation Plan

**Proposed Activities**

1. Collect planned and proposed bicycle and pedestrian project information from local and regional plans and forums for inclusion in the MTP/CTP;
2. Create and update bicycle and pedestrian facility maps and demand analysis;
3. Coordinate planning activities between local and regional agencies for bicycle, and pedestrian, trail/greenway and TDM initiatives.

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**Products/Deliverables**

Bicycle and pedestrian elements of the MTP and CTP will include project descriptions and demand analysis, assessment of need, maps of regional projects, etc. Complete Streets Implementation Plan.

**Relationship to Other Plans and MPO Activities**

Planning for the CTP/MTP Bicycle and Pedestrian Element will be coordinated with local and regional bicycle, pedestrian, greenway and TDM Plans, in order to capture all proposed projects within the MPO.

**Proposed Budget and Level of Effort**

Senior Transportation Planner, 228 hours

**Task II-B-17: Congestion Management System**

The City will continue to assist the LPA in updating the CMP, MRC, and performance measures.

**Objectives**

1. Update MPO CMP, including CMP work plan, strategies, congestion mitigation measures and monitoring system; development of a multi-modal congestion plan; and
2. Linkage of CMP with MTP; and linkage of CMP with operations and TIP prioritization.

**Previous Work**

DCHC MPO Congestion Management System Report; Mobility Report Card; turning movement counts (i.e., intersection traffic counts); ADT counts (traffic volume counts); screenline counts for the TRM; AADT counts from NCDOT (traffic volume counts); bicycle counts from bicycle plans; pedestrian counts from pedestrian plans; and transit ridership data from transit operators.

**Proposed Activities**

Assist in the development of performance measures for evaluating congestion that are appropriate for the MPO; collect data and apply models to identify causes and locations of traffic bottlenecks (data will include different modes); and document the study results in a state of the systems report.

**Products**

1. Update of the CMP and MRC, and a CMP state of system report
2. Reports for system components, including performance measures, congestion definition, transportation data and congestion identification, proposed congestion mitigation measures and policies, and a state of the system report; and,
3. QA/QC of City MRC and CMP data analysis and mapping.

**Relationship to Other Plans and MPO Activities**

The CMP will be linked to the CMAQ project selection, STP-DA and TIP project prioritization, the Triangle Regional Model (TRM) and several tasks that support the Surveillance of Change.

**Proposed Budget and Level of Effort**

Senior Transportation Planner, 57 hours

**Task III-A: Planning Work Program**

Administer the FY 2017-2018 UPWP and prepare and process amendments as needed. Evaluate transportation planning work needs and emphasis areas and prepare the FY 2019 UPWP. Prepare

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quarterly progress reports, document expenditures for the various planning work items, and file for reimbursement of expenditures from STP-DA funds account and other federal funds.

**Objective**

1. To prepare and continually maintain a UPWP that describes all transportation and transportation-related planning activities anticipated within the City of Durham and DCHC MPO planning area for the FY 2017-2018 UPWP.
2. To develop, maintain, and complete the UPWP in conformance with applicable federal, state, and regional guidelines.
3. To prepare UPWP amendments as necessary and requested by member agencies, to reflect any change in programming or focus for the current fiscal year.

**Previous Work**

Previous UPWPs and previous Amendments to the UPWP

**Proposed Activities**

1. Review and amend relevant portions of the UPWP in order to meet new planning requirements and/or circumstances pertinent to the MPO emphasis and transportation planning objectives.
2. Develop a new UPWP for the DCHC planning area covering the next program year. The development of a new UPWP will be prepared in cooperation with NCDOT and subject to the development process and public involvement endorsed by the MPO Board.

**Expected Work Products**

Amendments to the current UPWP as necessary and development of the FY 2019 UPWP.

**Relationship to Other Plans and MPO Activities**

The UPWP documents the work conducted for other plans and MPO activities and enables reimbursement for work performed.

**Proposed Budget and Level of Effort**

Senior Transportation Planner, 95 hours

**III-B-1: Transportation Improvement Plan**

Amend TIP/ STIP as needed. Begin development of the FY 2020-2029 TIP. This includes the refinement of the MPO Priority Needs and the identification of the transportation projects, programs, and services towards which the MPO will direct STPBG, CMAQ, TAP, and other federal/state funds.

**Objectives**

As the Lead Planning Agency (LPA) of the DCHC MPO, the City of Durham, Transportation Division is responsible for annually developing, amending, adjusting and maintaining the TIP for the metropolitan area. Under this activity, the LPA will update and amend the current, seven-year program of transportation improvement projects that is consistent with the 2040 Metropolitan Transportation Plan, STIP, the State Implementation Plan (SIP), EPA Air Quality Conformity Regulations and FHWA/FTA Planning Regulations.

**Previous Work**

DCHC MPO Transportation Improvement Programs

**Proposed Activities**

1. Develop transportation improvement projects for consideration by the City Council.

**City of Durham**  
**TASK DESCRIPTIONS & NARRATIVES**  
**FY 2018 UPWP**

2. Develop 2020-2029 TIP.
3. Refine project ranking methodology and priority system.
4. Conduct appropriate public participation for the TIP consistent with the MPO Public Involvement Policy.
5. Conduct formal amendments and adjustments as necessary.
6. Produce and distribute TIP documents for local officials.
7. Attend regular meetings with NCDOT to exchange information regarding transportation improvement projects.

**Expected Work Product**

Work with the MPO in the development of STI; assist and provide support to the LPA regarding STI; 2020-2029 Transportation Improvement Program; develop and refine procedures necessary for TIP preparation and amendments as necessary; and TIP Amendments and Adjustments as necessary.

**Proposed Budget and Level of Effort**

Senior Transportation Planner, 228 hours

**III-C-1: Title VI**

The City will assist and support the MPO's Title VI work program and activities. The City will continue to provide an update of Civil Rights statistics report to determine compliance of civil rights provisions.

**Objectives**

To ensure that the MPO's planning activities are in compliance with Title VI.

**Previous Work**

1. Environmental justice analyses for project development and plan development.
2. Development of MPO Title VI work program and activities.

**Proposed Activities**

Environmental Justice analyses as needed and review of MPO Title VI plan.

**Products**

MPO Title VI work program and environmental justice analyses.

**Relationship to other plans and MPO activities**

Compliance with Title VI is a requirement for all MPO activities.

**Proposed Budget and Level of Effort**

Senior Transportation Planner, 19 hours

**III-C-6: Public Involvement**

The City of Durham will continue to provide an early, proactive and a meaningful public participation and input throughout the transportation planning process, including providing for open exchange of information and ideas between the public and transportation decision-makers.

**Objectives:**

To provide the public with complete information, timely notice, full access to key decisions and opportunities for early and continuing involvement in the 3C process. To assess the effectiveness of the current Public Involvement Process as required by the MPO, and to develop and enhance the process of public dissemination of information.

**City of Durham**  
**TASK DESCRIPTIONS & NARRATIVES**  
**FY 2018 UPWP**

**Previous Work**

MPO Public Involvement Process; and newsletters, emails, websites, advertisements.

**Proposed activities**

1. Administer the MPO Public Participation Process as needed.
2. Apply the Public Involvement Process to transportation programs and tasks:
3. Public meetings, workshops, and outreach programs to increase public participation, information dissemination, and education.

**Expected Work Products**

1. Public meetings, website postings, flyers, etc.
2. Support of Citizen Advisory Committee

**Relationship to other plans and MPO activities**

Public involvement is used throughout the MPO planning process in support of all activities.

**Proposed Budget and Level of Effort**

Senior Transportation Planner, 95 hours

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

The City will continue to participate regularly and consistently in the TIP project planning & development process, including submission of comments, attending public meetings, attending scoping meetings, attending NEPA 404 merger meetings, and participating in field inspections. The City will be involved in TIP project development. The City will continue to support and be involved in NCDOT efforts to link NEPA process in the MPO systems planning process.

**Objectives**

1. To ensure that the goals, objectives and needs of the DCHC MPO are integrated in the environmental planning process of transportation projects; and,
2. To ensure the needs of the citizens in the City portion of the DCHC MPO planning area are considered in the project planning process.

**Previous Work**

Regular project scoping, environmental study and public meetings, especially those conducted by the NCDOT and GoTriangle.

**Proposed Activities**

Regular participation at project scoping, environmental study and public meetings, especially those conducted by the NCDOT and GoTriangle; review and comment on project scoping and environmental documents; and the City participation in NEPA process for TIP projects.

**Products/Deliverables**

Written comments on project scoping and environmental studies, activities and documents

**Relationship to Other Plans and MPO Activities**

The activities of this task are directly related to transportation projects in the long-range transportation plan and to projects that are being considered for TIP funding.

**Proposed Budget and Level of Effort**

**City of Durham**  
**TASK DESCRIPTIONS & NARRATIVES**  
**FY 2018 UPWP**

Senior Transportation Planner, 380 hours

**III-D-3: Special Studies**

The City will participate in MPO special studies including the NC 98 Corridor Study, Triangle Toll Study, and CSX Study.

**Objectives**

To develop focused studies for NC 98, tolling, and the CSX corridor.

**Previous Work**

Special studies on various corridors and areas of the MPO.

**Proposed Activities**

Kickoff meeting and participation on steering committees; development of a draft study and final study; and website postings and public involvement

**Products**

Study documents

**Relationship to Other Plans and MPO Activities**

The NC 98 corridor will include analysis related to the Highway and Bicycle and Pedestrian Elements of the MTP and Congestion Management Strategies. The Toll Study will include analysis related to Highway Element of the MTP and Congestion Management Strategies. The CSX Study will include analysis related to the Transit and Bicycle and Pedestrian Elements of the MTP.

**Proposed Budget and Level of Effort**

Senior Transportation Planner, 95 hours

**III-D-4: Regional or Statewide Planning**

The City will continue to coordinate with CAMPO, GoTriangle, NCDOT, DENR, FHWA, FTA, EPA, and other state and regional agencies in regional transportation. This includes participation in the DCHC-CAMPO Joint Board meetings, GoTriangle Board Meetings, Durham-Chapel Hill-Orange County Work Group, and a wide range of regional transportation planning working groups and committees. Examples include the regional transit planning/operation coordination. Statewide planning includes participation in various statewide planning initiatives such as CMAQ Committee, the State Transportation Plan process, and the Comprehensive Transportation Plan.

**Objectives**

Coordinate with other local jurisdictions on common transportation needs, and provide input to statewide policy issues such as legislative initiatives, NCDOT Strategic Transportation Corridors, STI, etc.

**Previous Work**

Coordination with GoTriangle, local jurisdictions, and NCDOT on project, plans, and legislation.

**Proposed Activities**

1. Participation on GoTriangle committees and the Durham-Chapel Hill-Orange Work Group
2. Preparation of memos, letters, etc. on legislative issues.

**Products**

1. Comments on project scoping, environmental studies, activities, and documents.

**City of Durham**  
**TASK DESCRIPTIONS & NARRATIVES**  
**FY 2018 UPWP**

2. Memos, letters, etc. on legislative issues.

**Relationship to Other Plans and MPO Activities**

Regional and statewide planning activities affect the ability of the MPO to accomplish regional transportation goals, implement major transportation projects, and receive funding for projects.

**Proposed Budget and Level of Effort**

Senior Transportation Planner, 190 hours

**III-E-1: Management and Operations**

The City will assist and support the DCHC MPO efforts in complying with the federal 3-C process and staff will attend MPO and regional meetings. The continuing transportation planning process requires considerable administrative time for attending monthly committee meetings, preparing agendas and minutes to these meetings, and attending training.

**Objective**

To assist, support, and facilitate an open Comprehensive, Cooperative, and Continuing (3C) transportation planning and programming process at all levels of government in conformance with federal and state requirements and guidelines as described in the 3C Memorandum of Understanding.

**Previous Work**

Management of the 3C process using previous UPWP and prospectus documents, transportation plans, and Memorandum of Understanding. Specifically, previous tasks include but not limited to preparation of Technical Committee and the MPO Board meeting agendas, providing technical assistance to the MPO Board, development of the TIP, preparation of the annual UPWP, working with other agencies, such as NC Division of Air Quality, etc.

**Proposed Activities**

Provide liaisons between DCHC MPO and the City of Durham elected officials and citizens; provide technical assistance to the MPO; participate in joint meetings as a means to continually improve the quality and operation of the transportation planning process and decision making within the MPO and in the Triangle Region; and review and comment on federal and state transportation-related plans, programs, regulations and guidelines pertaining to the City of Durham.

**Work Product Expected**

Technical assistance memoranda, reports, and public involvement meetings and workshops as needed; and updates to the planning documents as required.

**Relationship to other plans and MPO activities**

Participation in MPO meetings is necessary for the function of the MPO and all plans and activities.

**Proposed Budget and Level of Effort**

Senior Transportation Planner, 95 hours

Durham County

	Task Description	STBGP		Sec. 104(f)		Section 5303			Section 5307			Task Funding Summary					
		133(b)(3)(7)		PL		Highway/Transit			Transit			Local	NCDOT	Federal	Total		
		Local	FHWA	Local	FHWA	Local	NCDOT	FTA	Local	NCDOT	FTA						
		20%	80%	20%	80%	10%	10%	80%	10%	10%	80%						
<b>II-A</b>	<b>Surveillance of Change</b>																
	1 Traffic Volume Counts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	2 Vehicle Miles of Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	3 Street System Changes	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	4 Traffic Accidents	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	5 Transit System Data	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	6 Dwelling Unit, Pop. & Emp. Change	\$132	\$528	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$132	\$0	\$528	\$660	\$660
	7 Air Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	8 Vehicle Occupancy Rates	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	9 Travel Time Studies	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	10 Mapping	\$132	\$528	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$132	\$0	\$528	\$660	\$660
	11 Central Area Parking Inventory	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	12 Bike & Ped. Facilities Inventory	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	13 Bike & Ped. Counts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>II-B</b>	<b>Long Range Transp. Plan (MTP)</b>																
	1 Collection of Base Year Data	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	2 Collection of Network Data	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	3 Travel Model Updates	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	4 Travel Surveys	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	5 Forecast of Data to Horizon year	\$3,000	\$12,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,000	\$0	\$12,000	\$15,000	\$15,000
	6 Community Goals & Objectives	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	7 Forecast of Future Travel Patterns	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	8 Capacity Deficiency Analysis	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	9 Highway Element of th MTP	\$380	\$1,520	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$380	\$0	\$1,520	\$1,900	\$1,900
	10 Transit Element of the MTP	\$3,523	\$14,090	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,523	\$0	\$14,090	\$17,613	\$17,613
	11 Bicycle & Ped. Element of the MTP	\$600	\$2,400	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$600	\$0	\$2,400	\$3,000	\$3,000
	12 Airport/Air Travel Element of MTP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	13 Collector Street Element of MTP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	14 Rail, Water or other mode of MTP	\$240	\$960	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$240	\$0	\$960	\$1,200	\$1,200
	15 Freight Movement/Mobility Planning	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	16 Financial Planning	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	17 Congestion Management Strategies	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	18 Air Qual. Planning/Conformity Anal.	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>II-C</b>	<b>Short Range Transit Planning</b>																
	1 Short Range Transit Planning	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>III-A</b>	<b>Planning Work Program</b>																
	Planning Work Program	\$380	\$1,520	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$380	\$0	\$1,520	\$1,900	\$1,900
<b>III-B</b>	<b>Transp. Improvement Plan</b>																
	TIP	\$380	\$1,520	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$380	\$0	\$1,520	\$1,900	\$1,900
<b>III-C</b>	<b>Cvl Rgts. Cmp./Otr. Reg. Req.</b>																
	1 Title VI	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	2 Environmental Justice	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	3 Minority Business Enterprise	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	4 Planning for the Elderly & Disabled	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	5 Safety/Drug Control Planning	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	6 Public Involvement	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	7 Private Sector Participation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>III-D</b>	<b>Incidental Plng./Project Dev.</b>																
	1 Transportation Enhancement Plng.	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	2 Enviro. Analysis & Pre-TIP Plng.	\$380	\$1,520	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$380	\$0	\$1,520	\$1,900	\$1,900
	3 Special Studies	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	4 Regional or Statewide Planning	\$1,076	\$4,304	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,076	\$0	\$4,304	\$5,380	\$5,380
<b>III-E</b>	<b>Management &amp; Operations</b>																
	1 Management & Operations	\$538	\$2,152	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$538	\$0	\$2,152	\$2,690	\$2,690
<b>Totals</b>		\$10,761	\$43,042	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,761	\$0	\$43,042	\$53,803	\$53,803

**Durham County**  
**TASK DESCRIPTIONS & NARRATIVES**  
**FY 2018 UPWP**

**II-A-6. Dwelling Unit, Population, & Employment Change**

The County will review population and employment change data estimated by the Triangle Regional Model in preparation for the next MTP. The County will also provide data on development review activities, building permits, and certificates of occupancy.

**Objective**

To review dwelling unit, population, and employment data and provide local development data to LPA.

**Previous work**

County staff provided projected growth figures for unincorporated parts of Durham County to MPO staff and assist in the TRM process.

**Proposed activities**

1. Participate in meetings discussing potential improvements to the current estimation methodology
2. Submit data relating to dwelling unit and employment change to MPO staff

**Products**

1. Input on potential improvements/changes to the current estimation methodology
2. Dwelling unit/employment-related data as needed

**Relationship to other plans and MPO activities**

MTP and TRM

**Proposed budget and level of effort**

Majority of work to be performed by a Senior Planner. (16.5 Hours)

**II-A-10. Mapping.**

County staff will assist in developing base maps, GIS layers, and databases to serve MPO-wide and local transportation mapping objectives. County will provide; GIS layers for highway, transit, bike, and pedestrian networks; parcel and zonal information; and CommunityViz mapping support.

**Objective**

Update base maps, including spatial and network data, with new data and ensure high-quality mapping and analysis of transportation facilities and amenities.

**Previous Work**

Using GIS, provided local socioeconomic data for the 2045 MTP. Reviewed and modified CommunityViz 2040 MTP place type and development status categories.

**Proposed Activities**

Update shapefiles with new features/attribute data; provide/review GIS maps for MPO projects such as CMP and early phases of 2045 MTP; and conduct GIS network analysis to address transportation issues

**Products**

Up-to-date GIS data, and network datasets and studies

**Relationship to other plans and MPO activities**

CMP, 2045 MTP

**Durham County**  
**TASK DESCRIPTIONS & NARRATIVES**  
**FY 2018 UPWP**

**Proposed budget and level of effort**

Majority of work to be performed by a Senior Planner. (16.5 Hours)

**II-B-5. Forecast of Data to Horizon Year**

County staff will review the current estimation methodology for forecasting socioeconomic data to the MTP horizon year to determine if improvements are needed. Staff will continue preparation of land use models and plans to better integrate future rail transit and land use development around future stations.

**Objectives**

Improve the process for forecasting socioeconomic data to the MTP horizon year and create land use plans that better integrate future transit options.

**Previous work**

For the 2040 MTP, the County contributed data and reviewed comments for countywide growth control totals and the CommunityViz allocation of growth estimates within Durham County. County staff has also produced land use plans for selected future rail stations.

**Proposed activities**

Communicate with MPO staff and TCC representatives regarding potential improvements to the growth modeling methodology, and in conjunction with MPO and local transportation staff, as well as the regional transit authority, create land use plans for future rail station areas

**Products**

Feedback on growth modeling methodology; new land use ordinances for transit-oriented development

**Relationship to other plans and MPO activities**

2045 MTP, Durham County Bus and Rail Investment Plan, Durham Comprehensive Plan

**Proposed budget and level of effort**

Majority of work to be performed by a Senior Planner. (375 Hours)

**II-B-9. Highway Element of the MTP**

County staff will participate and assist the MPO in evaluating the highway elements of the 2045 MTP. The County will also participate in the Highway 98 Corridor Study and the regional tolling study.

**Objectives**

Update MTP highway elements and to participate in the development of other highway-related studies.

**Previous work**

Preparation of the highway element of the 2040 MTP and the CTP.

**Proposed activities**

Provide data to LPA on highway facilities; participate in Highway 98 Corridor and regional toll studies

**Products**

Preferred highway element option and key data for highway projects

**Relationship to other plans and MPO activities**

**Durham County**  
**TASK DESCRIPTIONS & NARRATIVES**  
**FY 2018 UPWP**

MTP, CTP, TIP

**Proposed budget and level of effort**

Majority of work to be performed by a Senior Planner. (48 Hours)

**II-B-10. Transit Element of the LRTP**

County staff is leading the effort for the Station Area Strategic Infrastructure (SASI) study, which is analyzing the need for infrastructure at the local level, including road, pedestrian, and bicycle infrastructure, around future rail station sites in order to optimize use of the incoming rail system. County staff will also participate in an update of the Durham Bus and Rail Investment Plan

**Objectives**

Develop the SASI study and provide data and input for the Durham Bus and Rail Investment Plan.

**Previous work**

The County has completed existing conditions work for approximately half of the station areas and has completed an assessment of infrastructure needs for the “urban” rail stations sites. County staff has been providing input and data for many years on fixed guideway transit.

**Proposed activities**

Continue work on the Station Area Strategic Infrastructure (SASI) study and complete work on the suburban rail station sites, as well as develop cost estimates and financing options for the necessary infrastructure improvements. Provide data and input for the Durham Bus and Rail Investment Plan

**Products**

Development of the SASI; demographic and land use data for Durham Bus and Rail Investment Plan

**Relationship to other plans and MPO activities**

2040 MTP, Durham Bus and Rail Investment Plan, Durham Comprehensive Plan

**Proposed budget and level of effort**

Majority of work to be performed by a Senior Planner. (440 Hours)

**II-B-11. Bicycle and Pedestrian Element of the MTP**

County staff will participate and assist the MPO in evaluating the bicycle and pedestrian elements of 2045 MTP. The County will also prepare periodic updates to the Durham Trails and Greenways Master Plan.

**Objectives**

Update the MTP bicycle and pedestrian elements and the Durham Trails and Greenways Master Plan.

**Previous work**

Preparation of the bicycle and pedestrian element of the 2040 MTP and the CTP.

**Proposed activities**

Provide data to the LPA on bike and pedestrian facilities and develop updates of the DTAG plan

**Products**

Provide data to the LPA on bike and pedestrian facilities and develop updates of the DTAG plan

**Durham County**  
**TASK DESCRIPTIONS & NARRATIVES**  
**FY 2018 UPWP**

**Relationship to other plans and MPO activities**

MTP, CTP, TIP

**Proposed budget and level of effort**

Majority of work to be performed by a Senior Planner. (75 Hours)

**II-B-14. Rail, Water, or other Mode of the MTP**

County staff will participate and assist the MPO in evaluating the rail elements of the 2045 MTP. The County will participate in the study of the CSX rail line in Durham and Wake Counties.

**Objectives**

Update the MTP rail element and the CSX rail line study.

**Previous work**

Preparation of the rail element of the 2040 MTP and the CTP and began work on the CSX study.

**Proposed activities**

Evaluation of the 2040 rail element and alternatives for the CSX line

**Products**

Preferred rail element option; and completed CSX study

**Relationship to other plans and MPO activities**

MTP, CTP, TIP

**Proposed budget and level of effort**

Majority of work to be performed by a Senior Planner. (30 Hours)

**III-A-1. Planning Work Program**

The County will administer the FY 2018 UPWP and prepare and process amendments; evaluate planning work and emphasis areas and prepare the FY 2019 UPWP; and serve on UPWP oversight committee.

**Objectives**

Process amendments to the UPWP if necessary and provide input on UPWP oversight.

**Previous work**

County staff has provided oversight and guidance to previous UPWP management.

**Proposed activities**

Complete amendment spreadsheets and prepare County's 2019 UPWP documents and budget

**Products**

Amendment spreadsheets and County's previous fiscal year UPWP activities narrative and budget

**Relationship to other plans and MPO activities**

UPWP is the mechanism for regional transportation planning and coordination within the MPO.

**Proposed budget and level of effort**

Worked to be performed by a Planning Supervisor (30 Hours)

**Durham County**  
**TASK DESCRIPTIONS & NARRATIVES**  
**FY 2018 UPWP**

**III-B-1. Transportation Improvement Program**

County will assist MPO/NCDOT in development of STIP/MTIP and participate in the SPOT 5.0 process.

**Objectives**

To facilitate timely progress on TIP projects and process amendments when necessary. The County will participate in review and coordination regarding the SPOT 5.0 prioritization process for the next TIP.

**Previous work**

County staff has been involved in previous TIPs and Spot 4.0

**Proposed activities**

Develop transportation improvement projects for consideration by County Commission; develop 2018-2027 TIP; refine project ranking methodology and priority system; conduct appropriate public participation for the TIP consistent with MPO Public Involvement Policy; conduct formal amendments as necessary; produce and distribute TIP document for local officials; and attend regular meetings with NCDOT to exchange information regarding transportation improvement projects

**Products**

Assist and provide support to the LPA on SPOT 5.0; 2018-2027 TIP

**Relationship to other plans and MPO activities**

2040 MTP

**Proposed budget and level of effort**

Worked to be performed by a Senior Planner (48 Hours)

**III-D-2. Environmental Analysis and Pre-TIP Planning**

The County will participate in feasibility studies and NEPA-related processes for pre-TIP projects.

**Objectives**

To participate regularly in feasibility studies and NEPA-related processes for pre-TIP projects.

**Previous work**

County staff has been involved in previous feasibility studies and NEPA-related processes

**Proposed activities**

Regular participation at project scoping, environmental study, and public meetings, especially those conducted by the NCDOT and GoTriangle; review and comment on project scoping and environmental documents; and County participation in NEPA process for TIP projects

**Products**

Written comments on project scoping and environmental studies, activities and documents.

**Relationship to other plans and MPO activities**

2040 MTP and TIP

**Proposed budget and level of effort**

Worked to be performed by a Senior Planner and Planning Supervisor (40 Hours)

**Durham County**  
**TASK DESCRIPTIONS & NARRATIVES**  
**FY 2018 UPWP**

**III-D-4. Regional or Statewide Planning**

County staff will provide input to the regional transit agency and NCDOT regarding transportation issues. Staff will also serve on various regional transportation-related committees and boards.

**Objectives**

Provide input to the regional transit agency and serve on regional transportation boards and committees.

**Previous work**

County staff has served on various regional committees such the TJCOG CORE committee, which looks at regional transportation issues. County staff provides input and data to the regional transit agency.

**Proposed activities**

1. Work with regional planners on transportation planning that crosses jurisdictional borders
2. Provide input and data to the regional transit agency as requested

**Products**

Provide staff to regional committees and coordination between local governments as needed

**Relationship to other plans and MPO activities**

2045 MTP

**Proposed budget and level of effort**

Work to be performed by Senior Planners and a Planning Supervisor. (120 Hours)

**III-E-1. Management and Operations**

Administrative tasks necessary to maintaining the 3C planning process will be completed.

**Objectives**

Participate in MPO-related meetings; adhere to goals and tasks in UPWP; ensure elected officials and local transportation advisory board have information to make informed decisions/recommendations on transportation issues; and improve staff efficiency and knowledge with training and educational materials.

**Previous work**

Similar to proposed activities described below

**Proposed activities**

Attend and participate in MPO Board and TC meetings; staff development through professional training courses, seminars, and conferences; prepare materials and present to the local elected officials related to local and regional transportation planning topics; attend and participate in MPO subcommittee meetings

**Products**

Staff reports and communication with County officials, elected officials and members of advisory boards

**Relationship to other plans and MPO activities**

See objectives and proposed activities.

**Proposed budget and level of effort**

Work to be performed by a Planning Supervisor. (45 Hours)

Orange County

	Task Description	STBGP		Sec. 104(f)		Section 5303			Section 5307			Task Funding Summary				
		133(b)(3)(7)		PL		Highway/Transit			Transit			Local	NCDOT	Federal	Total	
		Local	FHWA	Local	FHWA	Local	NCDOT	FTA	Local	NCDOT	FTA					
		20%	80%	20%	80%	10%	10%	80%	10%	10%	80%					
<b>II-A</b>	<b>Surveillance of Change</b>															
	1 Traffic Volume Counts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	2 Vehicle Miles of Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	3 Street System Changes	\$152	\$609	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$152	\$0	\$609	\$761	\$0
	4 Traffic Accidents	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	5 Transit System Data	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	6 Dwelling Unit, Pop. & Emp. Change	\$397	\$1,589	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$397	\$0	\$1,589	\$1,986	\$0
	7 Air Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	8 Vehicle Occupancy Rates	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	9 Travel Time Studies	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	10 Mapping	\$755	\$3,018	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$755	\$0	\$3,018	\$3,773	\$0
	11 Central Area Parking Inventory	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	12 Bike & Ped. Facilities Inventory	\$307	\$1,226	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$307	\$0	\$1,226	\$1,533	\$0
	13 Bike & Ped. Counts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>II-B</b>	<b>Long Range Transp. Plan (MTP)</b>															
	1 Collection of Base Year Data	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	2 Collection of Network Data	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	3 Travel Model Updates	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	4 Travel Surveys	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	5 Forecast of Data to Horizon year	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	6 Community Goals & Objectives	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	7 Forecast of Future Travel Patterns	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	8 Capacity Deficiency Analysis	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	9 Highway Element of th MTP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	10 Transit Element of the MTP	\$818	\$3,272	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$818	\$0	\$3,272	\$4,090	\$0
	11 Bicycle & Ped. Element of the MTP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	12 Airport/Air Travel Element of MTP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	13 Collector Street Element of MTP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	14 Rail, Water or other mode of MTP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	15 Freight Movement/Mobility Planning	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	16 Financial Planning	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	17 Congestion Management Strategies	\$474	\$1,896	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$474	\$0	\$1,896	\$2,370	\$0
	18 Air Qual. Planning/Conformity Anal.	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>II-C</b>	<b>Short Range Transit Planning</b>															
	1 Short Range Transit Planning	\$1,493	\$5,970	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,493	\$0	\$5,970	\$7,463	\$0
<b>III-A</b>	<b>Planning Work Program</b>															
	Planning Work Program	\$537	\$2,148	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$537	\$0	\$2,148	\$2,685	\$0
<b>III-B</b>	<b>Transp. Improvement Plan</b>															
	TIP	\$2,290	\$9,161	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,290	\$0	\$9,161	\$11,451	\$0
<b>III-C</b>	<b>Cvl Rgts. Cmp/Otr. Reg. Reqs.</b>															
	1 Title VI	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	2 Environmental Justice	\$199	\$794	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$199	\$0	\$794	\$993	\$0
	3 Minority Business Enterprise	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	4 Planning for the Elderly & Disabled	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	5 Safety/Drug Control Planning	\$164	\$657	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$164	\$0	\$657	\$821	\$0
	6 Public Involvement	\$581	\$2,323	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$581	\$0	\$2,323	\$2,904	\$0
	7 Private Sector Participation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>III-D</b>	<b>Incidental Plng./Project Dev.</b>															
	1 Transportation Enhancement Plng.	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	2 Enviro. Analysis & Pre-TIP Plng.	\$168	\$671	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$168	\$0	\$671	\$839	\$0
	3 Special Studies	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	4 Regional or Statewide Planning	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>III-E</b>	<b>Management &amp; Operations</b>															
	1 Management & Operations	\$324	\$1,296	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$324	\$0	\$1,296	\$1,620	\$0
<b>Totals</b>		<b>\$8,659</b>	<b>\$34,630</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$8,659</b>	<b>\$0</b>	<b>\$34,630</b>	<b>\$43,289</b>	<b>\$0</b>

**Orange County**  
**TASK DESCRIPTIONS & NARRATIVES**  
**FY 2018 UPWP**

**Task II-A-3: Street System Mileage**

Assemble the municipality street system changes from the last reporting year and data to the LPA.

**Objectives**

Collect data on new roads and street changes and submit to the LPA.

**Previous Work**

The Orange County Land Records Department maintains GIS records for the County. The road network is one of these layers and is updated periodically as new roads are added/removed from operation.

**Proposed Activities**

1. Update and coordinate updates to the street system GIS files.
2. Provide the municipality's street system data to the LPA as part the 4<sup>th</sup> quarter progress report.

**Products**

Updated street system GIS files.

**Relationship to other plans and MPO activities**

2045 MTP, CMP, Mobility Report Card, CTP

**Proposed budget and level of effort**

Transportation Planner: 15 hours; GIS Project Coordinator: 5 hours

**Task II-A-6: Dwelling Units, Population & Employment changes**

Review any County sources of dwelling unit, population, and employment for trends and changes to compare with assumptions used in the MTP and CTP. Changes in dwelling units/population within Orange County planning jurisdiction will be identified and evaluated to determine accuracy and consistency with forecasts used by the MPO.

**Objectives**

Review dwelling unit, population, and employment data as part of the MTP, CTP, land use model, and Triangle Regional Model (TRM) processes and provide additional data if needed.

**Previous work**

The County has submitted place type and development status information and reviewed and questioned population and employment control totals.

**Proposed activities**

1. Collect and review County subdivision and Certificate of Occupancy data and trends for comparison with controls totals utilized by the MPO.
2. Continue to work with regional partners to ensure this information is accurate.

**Products**

Tabular data

**Relationship to other plans and MPO activities**

2045 MTP, CTP, Land-use scenarios planning

**Orange County**  
**TASK DESCRIPTIONS & NARRATIVES**  
**FY 2018 UPWP**

**Proposed budget and level of effort**

Transportation Planner: 30 hours; GIS Project Coordinator: 10 hours; Comprehensive Planning Supervisor: 10 hours

**Task II-A-10: Mapping**

The County's GIS specialist, along with other planning staff, will assist in developing base maps, GIS layers, and databases to serve MPO-wide and local transportation and associated data mapping objectives. They will provide, as needed, GIS layers for highway, transit, bike, and pedestrian networks as well as SE data, parcel, zonal, census, and development proposals/permits/Cos.

**Objectives**

Update base maps and spatial data files, including boundary, spatial and network data, with new data; provide support for continued MPO GIS data development; ensure high-quality mapping and analysis of transportation facilities and planning-related thematic data

**Previous work**

Provided spatial data for scoring inputs to determine project priority selection for TIP development. Provided mapping of transportation improvement proposals within the MTP for consideration in the TIP. Provided support for continued GIS data development for inclusion in MPO plans and programs. Organized spatial data for Orange County to support/complete base year data collection and socioeconomic data collection and forecasting tasks. Provided mapping of OPT bus service expansion program transit routes and concepts as well as accessible routes.

**Proposed activities**

1. Update shapefiles or other layer types with new features and-or attribute data, including transit routes and stops, highway element of the MTP, and bicycle/pedestrian element of the MTP,
2. Provide and-or review GIS maps for MPO projects, the development of the 2045 MTP, CTP, and any land use scenario or development activity outputs as needed
3. Conduct GIS network analysis as needed to address transportation issues

**Products**

Updated GIS data; spatial thematic data layouts for 2045 MTP and CTP; update of transit routes and stops, highway and bike elements of the MTP

**Relationship to other plans and MPO activities**

2045 MTP, CTP, and Land-use scenarios planning

**Proposed budget and level of effort**

Transportation Planner: 46 hours; GIS Project Coordinator: 40 hours; Comprehensive Planning Supervisor: 10 hours

**Task II-A-12: Bike and Pedestrian facilities Inventory**

Orange County will update mapping for bike and pedestrian facilities (networks) inventory

**Objectives**

Ensure that bicycle and pedestrian facilities are up to date and if necessary, update GIS shapefiles.

**Previous work**

**Orange County**  
**TASK DESCRIPTIONS & NARRATIVES**  
**FY 2018 UPWP**

The County has bicycle data that it uses for planning and public information purposes, including identification of preferred bicycle routes and facilities requiring improvement.

**Proposed activities**

1. Collect and review existing data.
2. Update where needed and provide to the MPO, including the development a bicycle rack inventory.
3. Collect bicycle-pedestrian facility information for SPORT, CMAQ/TAP funding.
4. Review MPO wide network for consistency.

**Products**

1. Updated bicycle-pedestrian GIS maps and attributes and geodatabase
2. Bike Rack Inventory
3. Updated bicycle and pedestrian maps.

**Relationship to other plans and MPO activities**

2045 MTP, CTP, and Land-use scenarios planning

**Proposed budget and level of effort**

Transportation Planner: 25 hours; GIS Project Coordinator: 15 hours

**Task II-B-10: Transit Element of the MTP**

The County will assist and support the MPO's efforts to evaluate the transit elements of the CTP and the LRTP/MTP. The County will assist in the establishment of performance measures for evaluating transit alternatives and will identify and evaluate transit facilities/projects to be included as part of the MPO for the transit component of the 2045 MTP and CTP, including DO-LRT, Commuter Rail, and BRT activities. The County's portion of the transit element will be developed in parallel with the MPO's process.

**Objectives**

Identify transit routes and develop alternatives and any key data for any transit projects identified. Coordinate with GoTriangle and regional partners to update/refine regional transportation projects.

**Previous work**

The County coordinated with the MPO and its partners in the development of the 2040 MTP.

**Proposed activities**

1. Provide information as needed on potential transit projects.
2. Attend meetings and provide input on behalf of Orange County.
3. Update 2045 transit tables and attributes and geodatabase.

**Products**

1. Transit preferred options and alternatives
2. Updated 2045 transit tables and attributes
3. Updated geodatabase of transit preferred option and final 2045 projects

**Relationship to other plans and MPO activities**

2045 MTP, CTP, and land-use scenarios planning

**Orange County**  
**TASK DESCRIPTIONS & NARRATIVES**  
**FY 2018 UPWP**

**Proposed budget and level of effort**

Transportation Planner: 30 hours; Comprehensive Planning Supervisor: 64 hours

**Task II-B-17: CMP and Mobility Report (MRC)**

Orange County will work in concert with the MPO to evaluate the CMP and MRC networks to update the CMP and MRC. Naturally, Orange County will also participate in any subcommittee meetings on the CMP and MRC and will respond to inquiries from the MPO for data and other information. GIS files will also be provided by the County to the MPO, on an as-needed basis.

**Objectives**

O1 – Participate in meetings and evaluate the CMP and MRC networks.

O2 – Review the products and analyses of the CMP and MRC and suggest changes.

O3 – Provide GIS shapefiles.

**Previous Work**

Orange County was involved in the development of the first iteration of the CMP/MRC.

**Proposed Activities**

1. Work with the MPO.
2. Participate in subcommittee meetings.
3. Provide GIS files.

**Products**

1. GIS shapefile of sub-areas
2. Local and transit data

**Relationship to other plans and MPO activities**

2045 MTP, CTP

**Proposed budget and level of effort**

Transportation Planner: 30 hours; GIS Project Coordinator: 8 hours; Comprehensive Planning Supervisor: 20 hours

**Task II-C-1 Short Range Transit Plan**

The County will participate in short-range transit planning for both Orange County and the metropolitan planning area. County staff will continue to represent Orange County's position on the Orange County Bus and Rail Investment Planning staff working group to continue to refine plan assumptions and details. County staff will administer and oversee the implementation of Orange County's component of the plan. County staff will continue coordination with GoTriangle to process updates to the Bus and Rail Investment Plan and communicate and process those updates with the County Board of Commissioners and the MPO. The County will also continue to refine transit services it has initiated as part of the Orange County Bus and Rail Investment Plan based on a data-driven approach.

**Objectives**

Ensure that Orange County plays a key role in GoTriangle's short-range regional transit initiatives including implementation activities related to capital investment and improvements as well as operations. Continue to work with GoTriangle on new initiatives, service recommendations, public outreach, and grant funding opportunities within Orange County.

**Orange County**  
**TASK DESCRIPTIONS & NARRATIVES**  
**FY 2018 UPWP**

Implement Orange County's component of the Bus and Rail Investment Plan including coordination with GoTriangle, Chapel Hill Transit and the MPO

Update assumptions and other information in the Bus and Rail Investment Plan as needed

**Previous work**

County staff has participated in the Orange County Bus and Rail Investment Plan staff working group since its inception in FY 2014 and reviewed and provided feedback on updates to assumptions, identified needs and service recommendations in the plan. County staff prepared a five-year bus service expansion program to act as a programming guide for implementing adopted service recommendations derived from the plan and has taken and continues to take steps to implement the plan. County staff has coordinated with the MPO and its processes to prepare for implementation of the bus service expansion program. The County has also participated in a review and recommendation regarding the MPO's sub-allocation of Federal Formula transit grants.

**Proposed activities**

1. Solicit public and affected agency input and provide feedback on GoTriangle's proposed regional service concepts and implementation activities in Orange County.
2. Maintain grant funding for Orange Public Transportation bus service concepts in Orange County.
3. Implement Orange County's service recommendation concepts as outlined in the Orange County Bus and Rail Investment Plan and Orange County Five-Year Bus Service Expansion Program.

**Products**

Five-Year Bus Service Expansion Program updates and amendments; MPO-administered capital and/or operating project funding requests and proposals; service and funding data summaries for Orange County's component of Bus and Rail Investment Plan.

**Relationship to other plans and MPO activities**

The Orange County Bus and Rail Investment Plan was approved by Orange County, the MPO, and GoTriangle. The draft 2040 MTP Transit element includes and the draft 2045 MTP will include the recommendations of the Plan.

**Proposed budget and level of effort**

Transportation Planner: 100 hours

GIS Project Coordinator: 0 hours

Comprehensive Planning Supervisor: 80 hours

**Task III-A: UPWP**

The County will work on the development of the FY18 UPWP, process amendments of the FY 17 UPWP as necessary, and prepare quarterly invoice and reimbursement requests.

**Objectives**

Track and report on Orange County's 2017-2018 UPWP activities; process amendments to the UPWP if necessary; and submit the 2018-2019 UPWP to the MPO

**Previous Work**

County staff prepared a UPWP for FYs 2013-2014, 2014-2015, 2015-2016, and 2016-2017 and tracked the completion of UPWP tasks with quarterly progress reports. County staff also processed amendments to those UPWPs. Progress reports have made clear how much funding remains for tasks in the fiscal year guiding the necessity for amendments.

**Orange County**  
**TASK DESCRIPTIONS & NARRATIVES**  
**FY 2018 UPWP**

**Proposed Activities**

Complete quarterly reports for the 2019 UPWP; complete amendment spreadsheets as needed; and prepare Orange County's 2020 UPWP documents and budget.

**Products**

Quarterly progress reports and invoices to the MPO on UPWP activities; amendment spreadsheets as needed; and Orange County's 2020 UPWP activities narrative and budget.

**Relationship to other plans and MPO activities**

Required by federal law, the UPWP is the mechanism for laying out regional transportation planning activities and coordination with the MPO.

**Proposed budget and level of effort**

Transportation Planner: 32 hours; Comprehensive Planning Supervisor: 32 hours

**Task III-B: TIP/SPOT**

In anticipation of 2020-2029 STIP and TIP adoption, County staff will work with its transportation advisory board and Board of County Commissioners to develop transportation project priorities for submission for consideration in the MPO's TIP. Staff will communicate and strategize for the programming of transportation project priorities countywide. Staff will work with boards to develop requests for transportation improvements for various MPO calls for projects, and collect and report data for prioritized projects to the MPO. The County will also participate in the MPO's development of process, strategy, and methodology for developing a TIP within the State's prioritization process.

**Objectives**

Facilitate processing of County's prioritization of projects for TIP consideration including research and data reporting for candidate projects; communicate and coordinate project priorities to the public, County advisory boards and governing body; and communicate priorities and corresponding data to the MPO

**Previous work**

County staff developed a priority list for the County of transportation project improvements during FY 2015 and communicated those priorities to MPO staff for 2018-2027 TIP consideration. This involved researching needs, processing through advisory boards and elected officials, and submission to MPO staff. Staff also participated in an STP-DA call for projects and in the MPO's development of process, strategy, and methodology for developing a TIP and maximizing project funding for the region.

**Proposed activities**

Support and facilitate consideration and processing of candidate projects and provide funding information and cost estimates as well as other data for the 2018-2024 TIP; Facilitate feedback from the public, Transportation Advisory Board, and Board of County Commissioners for 2018-2027 TIP projects; and facilitate consideration of inclusion of County projects in the 2018-2027 TIP to communicate to the MPO.

**Products**

Project data submission to MPO staff; County feedback on proposed MPO priorities; 2018-2027 MTIP local agencies' supplement; MTIP amendments; summary of public involvement activities; STP-DA/TAP project delivery status; SPOT-5 local prioritization/points assignments; and STP-DA obligated projects.

**Relationship to other plans and MPO activities**

**Orange County**  
**TASK DESCRIPTIONS & NARRATIVES**  
**FY 2018 UPWP**

2018-2027 TIP, 2020-2029 TIP, 2045 MTP, STP-DA distribution policies

**Proposed budget and level of effort**

Transportation Planner: 140 hours; GIS Project Coordinator: 16 hours; Comprehensive Planning Supervisor: 120 hours

**Task III-C-2 EJ/LEP**

Assist with the implementation of the MPO EJ and LEP programs within Orange County. Ensure adequate public outreach and input by low income and minorities (EJ community) in Orange County.

**Objectives**

Involve low-income, limited English proficiency (LEP), and minority groups in decision making; prevent disproportionately high and adverse impacts to low-income, limited English proficiency, and minority groups resulting from MPO transportation and environmental decisions; and assure that low-income, LEP, and minority groups receive share of benefits resulting from MPO transportation decisions.

**Previous Work**

County staff provided review of the MPO EJ Report throughout its development.

**Proposed Activities**

1. Ensure that MPO EJ and LEP populations are well represented within Orange County.
2. Review analysis and integration of MTP EJ component and participate where necessary.

**Products**

Updated EJ/LEP mailing list (address and email) - community and groups; summary of EJ/LEP outreach and analysis; and update demographic profile based local data of EJ/LEP community in area.

**Relationship to other plans and MPO activities**

2045 MTP, CTP, Title VI Plan, and MPO Limited English Proficiency plan.

**Proposed budget and level of effort**

Transportation Planner: 15 hours; GIS Project Coordinator: 5 hours; Comprehensive Planning Supervisor: 5 hours

**Task III-C-5 Safety Planning**

Assist with the development and update of the MPO Safety Plan.

**Objectives**

Work with MPO to develop Safety Plan; research safety initiatives in County and report to the MPO.

**Previous Work**

None

**Proposed Activities**

Coordinate with OPT and MPO to provide data on safety and security; analyze crash data in County.

**Products**

Safety and security data; GIS shape files of accident locations

**Orange County**  
**TASK DESCRIPTIONS & NARRATIVES**  
**FY 2018 UPWP**

**Relationship to other plans and MPO activities**

2045 MTP, CTP, CMP, MRC

**Proposed budget and level of effort**

Transportation Planner: 12 hours; Comprehensive Planning Supervisor: 8 hours

**Task III-C-6: Public Involvement**

Ensure an early, proactive and a meaningful public participation and input throughout the transportation planning process in Orange County, including providing the public with complete information, timely notice, full access to key decisions and opportunities for early and continuing involvement in the 3C process. Assess the effectiveness of the current Public Involvement Process as required by the federal certification team. Develop and enhance the process of public dissemination of information.

**Objectives**

Open exchange of information and ideas between public and decision makers; provide public with complete information, timely notice, full access to key decisions, and involvement in the 3C process; assess the effectiveness of the current public involvement process; develop and enhance the process of public dissemination of information.

**Previous work**

Participated in preparation and review of Public Involvement Plan for 2040 MTP

**Proposed activities**

Utilize County website as means of keeping the public informed of MPO projects and processes; create press releases to disseminate information to the public; assist with MPO outreach activities.

**Products**

Increase in meaningful public participation/ input with outreach, information sharing and public access.

**Relationship to other plans and MPO activities**

2045 MTP, CMP, CTP, Mobility Report Card, Land-use scenarios planning

**Proposed budget and level of effort**

Transportation Planner: 40 hours; GIS Project Coordinator: 12 hours; Comprehensive Planning Supervisor: 20 hours

**Task III-D-1: Environmental Analysis and Pre-TIP**

Local agencies participation in NCDOT project development, including feasibility studies and environmental studies/NEPA.

**Objectives**

Work in close coordination with NCDOT to develop projects; ensure that there is budget to pay for NCDOT project initiation costs; comment on feasibility studies and environmental studies and work with NEPA planners to provide comments on projects.

**Previous Work**

None.

**Proposed Activities**

**Orange County**  
**TASK DESCRIPTIONS & NARRATIVES**  
**FY 2018 UPWP**

Work with NCDOT to provide comments/develop projects; and reserve funds for project initiation costs.

**Products**

Project documents and a good working relationship with NCDOT partners.

**Relationship to other plans and MPO activities**

2045 MTP, 2018-2027 TIP, 2020-2029 TIP, MPO TAC and TCC agendas and decisions

**Proposed budget and level of effort**

Transportation Planner: 10 hours; Comprehensive Planning Supervisor: 10 hours

**Task III-E- Management and Operations**

Administrative tasks necessary to maintain the 3C planning process will be completed: Participate and contribute to MPO meetings; adhere to the goals and tasks in the UPWP; ensure that elected officials and local transportation advisory boards have information to make informed decisions/recommendations on transportation issues; and improve staff efficiency and knowledge with training and educational materials

**Previous work**

Same as activities proposed below.

**Proposed activities**

Attend and participate in Board and TC meetings; preparing quarterly progress reports/invoices and document expenditures for planning work items; develop staff with training, seminars, and conferences; Subscriptions to professional publications and professional organizational dues; acquire needed software, books, and other materials; facilitate local transportation advisory board meetings by creating agendas, minutes, and staff reports; prepare materials and present to the local elected officials related to local and regional transportation planning topics; attend and participate in MPO subcommittee meetings.

**Products**

Staff reports and agenda materials for Transportation Advisory Board and County Board of Commissioners meetings; routine submissions to MPO staff communicating Orange County project and general transportation planning information.

**Relationship to other plans and MPO activities**

2045 MTP, 2018-2027 TIP, MPO TAC and TCC agendas and decisions

**Proposed budget and level of effort**

Transportation Planner: 16 hours; Comprehensive Planning Supervisor: 22 hours

Triangle J COG

	Task Description	STBGP 133(b)(3)(7)		Sec. 104(f) PL		Section 5303 Highway/Transit			Section 5307 Transit			Task Funding Summary				
		Local 20%	FHWA 80%	Local 20%	FHWA 80%	Local 10%	NCDOT 10%	FTA 80%	Local 10%	NCDOT 10%	FTA 80%	Local	NCDOT	Federal	Total	
<b>II A</b>	<b>Surveillance of Change</b>															
	1 Traffic Volume Counts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	2 Vehicle Miles of Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	3 Street System Changes	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	4 Traffic Accidents	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	5 Transit System Data	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	6 Dwelling Unit, Pop. & Emp. Change	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	7 Air Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	8 Vehicle Occupancy Rates	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	9 Travel Time Studies	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	10 Mapping	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	11 Central Area Parking Inventory	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	12 Bike & Ped. Facilities Inventory	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	13 Bike & Ped. Counts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>II B</b>	<b>Long Range Transp. Plan (MTP)</b>															
	1 Collection of Base Year Data	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	2 Collection of Network Data	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	3 Travel Model Updates	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	4 Travel Surveys	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	5 Forecast of Data to Horizon year	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	6 Community Goals & Objectives	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	7 Forecast of Future Travel Patterns	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	8 Capacity Deficiency Analysis	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	9 Highway Element of th MTP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	10 Transit Element of the MTP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	11 Bicycle & Ped. Element of the MTP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	12 Airport/Air Travel Element of MTP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	13 Collector Street Element of MTP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	14 Rail, Water or other mode of MTP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	15 Freight Movement/Mobility Plannin	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	16 Financial Planning	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	17 Congestion Management Strategies	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	18 Air Qual. Planning/Conformity Anal	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>II C</b>	<b>Short Range Transit Planning</b>															
	1 Short Range Transit Planning	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>III-A</b>	<b>Planning Work Program</b>															
	1 Planning Work Program	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>III-B</b>	<b>Transp. Improvement Plan</b>															
	1 TIP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>III-C</b>	<b>Cvl Rgts. Cmp./Otr .Reg. Reqs.</b>															
	1 Title VI	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	2 Environmental Justice	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	3 Minority Business Enterprise	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	4 Planning for the Elderly & Disabled	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	5 Safety/Drug Control Planning	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	6 Public Involvement	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	7 Private Sector Participation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>III-D</b>	<b>Incidental Plng./Project Dev.</b>															
	1 Transportation Enhancement Plng.	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	2 Enviro. Analysis & Pre-TIP Plng.	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	3 Special Studies	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	4 Regional or Statewide Planning	\$13,750	\$55,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$13,750	\$0	\$55,000	\$68,750	\$68,750
<b>III-E</b>	<b>Management &amp; Operations</b>															
	1 Management & Operations	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Totals</b>		\$13,750	\$55,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$13,750	\$0	\$55,000	\$68,750	\$68,750

**Triangle J Council of Governments**  
**TASK DESCRIPTIONS & NARRATIVES**  
**FY 2018 UPWP**

**III-D-4. Regional or Statewide Planning.**

Facilitate and/or manage joint activities and undertake analysis work in land use, transportation and air quality planning that involve multiple MPO, RPO, local government, transit agency, state and federal agency and private sector partners.

**Objectives**

To ensure that activities that have a scope or scale that transcend any single MPO are done in a coordinated, timely, effective and cost-efficient way.

**Previous work**

CommunityViz support and Version 2 development, evaluation and documentation; Joint 2045 MTP facilitation and technical work; ozone standards and non-attainment education and technical assistance; MTP and TIP conformity coordination, TRM executive committee support, fiscal constraint spreadsheets, GoTriangle and county transit plan participation, MPO area plan and project participation.

**Proposed activities**

Major activities include 2045 MTP completion and follow-up; TRM executive committee support, CommunityVIZ 2.0 follow-up, improvement and expanded deployment; 2045 MTP land use-transit investment implementation planning, transportation-air quality issue tracking.

**Products**

- 2045 MTP document finalization and joint MPO technical support
- Triangle Regional Model Executive Committee documentation
- CommunityVIZ-related products, focusing on final preferred scenario documentation and follow-up.
- Transportation-land use-affordable housing data and reports, as appropriate

**Relationship to other plans and MPO activities**

This work is most closely tied to the DCHC 2045 MTP implementation process and final data and scenario run for CommunityViz 2.0, an input to version 6 of the Triangle Regional Model. Work enables the DCHC MPO to ensure consistent and seamless coordination with CAMPO.

**Proposed budget and level of effort**

Budget largely supports staff work by Planning Director, Senior Planner, Planner II, and GIS Analyst, with some direct costs associated with travel and meeting expenses, and allocated indirect.

**Funding Commitments from other Entities:**

20% local match to be provided by TJCOG; other funding participation in joint effort from CAMPO and GoTriangle as in previous years.

# Town of Chapel Hill

	Task Description	STBGP 133(b)(3)(7)		Sec. 104(f) PL		Section 5303 Highway/Transit			Section 5307 Transit			Task Funding Summary			
		Local 20%	FHWA 80%	Local 20%	FHWA 80%	Local 10%	NCDOT 10%	FTA 80%	Local 10%	NCDOT 10%	FTA 80%	Local	NCDOT	Federal	Total
<b>II-A</b>	<b>Surveillance of Change</b>														
1	Traffic Volume Counts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2	Vehicle Miles of Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
3	Street System Changes	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
4	Traffic Accidents	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5	Transit System Data	\$0	\$0	\$0	\$0	\$666	\$666	\$5,328	\$0	\$0	\$0	\$666	\$666	\$5,328	\$6,660
6	Dwelling Unit, Pop. & Emp. Change	\$0	\$0	\$0	\$0	\$435	\$435	\$3,480	\$0	\$0	\$0	\$435	\$435	\$3,480	\$4,350
7	Air Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8	Vehicle Occupancy Rates	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9	Travel Time Studies	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
10	Mapping	\$3,215	\$12,860	\$0	\$0	\$3,610	\$3,610	\$28,880	\$0	\$0	\$0	\$6,825	\$3,610	\$41,740	\$52,175
11	Central Area Parking Inventory	\$0	\$0	\$0	\$0	\$870	\$870	\$6,960	\$0	\$0	\$0	\$870	\$870	\$6,960	\$8,700
12	Bike & Ped. Facilities Inventory	\$0	\$0	\$0	\$0	\$952	\$952	\$7,616	\$0	\$0	\$0	\$952	\$952	\$7,616	\$9,520
13	Bike & Ped. Counts	\$0	\$0	\$0	\$0	\$656	\$656	\$5,248	\$0	\$0	\$0	\$656	\$656	\$5,248	\$6,560
		\$0	\$0			\$0	\$0	\$0							
<b>II-B</b>	<b>Long Range Transp. Plan (MTP)</b>	\$0	\$0			\$0	\$0	\$0							
1	Collection of Base Year Data	\$0	\$0	\$0	\$0	\$268	\$268	\$2,140	\$0	\$0	\$0	\$268	\$268	\$2,140	\$2,675
2	Collection of Network Data	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
3	Travel Model Updates	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
4	Travel Surveys	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5	Forecast of Data to Horizon year	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
6	Community Goals & Objectives	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7	Forecast of Future Travel Patterns	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8	Capacity Deficiency Analysis	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9	Highway Element of th MTP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
10	Transit Element of the MTP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
11	Bicycle & Ped. Element of the MTP	\$1,236	\$4,942	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,236	\$0	\$4,942	\$6,178
12	Airport/Air Travel Element of MTP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
13	Collector Street Element of MTP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
14	Rail, Water or other mode of MTP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
15	Freight Movement/Mobility Plannin	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
16	Financial Planning	\$0	\$0	\$0	\$0	\$653	\$653	\$5,224	\$0	\$0	\$0	\$653	\$653	\$5,224	\$6,530
17	Congestion Management Strategies	\$0	\$0	\$0	\$0	\$1,057	\$1,057	\$8,452	\$0	\$0	\$0	\$1,057	\$1,057	\$8,452	\$10,565
18	Air Qual. Planning/Conformity Ana	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$0	\$0			\$0	\$0	\$0							
<b>II-C</b>	<b>Short Range Transit Planning</b>	\$0	\$0			\$0	\$0	\$0							
	Short Range Transit Planning	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$0	\$0			\$0	\$0	\$0							
<b>III-A</b>	<b>Planning Work Program</b>	\$0	\$0			\$0	\$0	\$0							
	Planning Work Program	\$0	\$0	\$0	\$0	\$1,479	\$1,479	\$11,832	\$0	\$0	\$0	\$1,479	\$1,479	\$11,832	\$14,790
		\$0	\$0			\$0	\$0	\$0							
<b>III-B</b>	<b>Transp. Improvement Plan</b>	\$0	\$0			\$0	\$0	\$0							
	TIP	\$0	\$0	\$0	\$0	\$2,549	\$2,549	\$20,392	\$0	\$0	\$0	\$2,549	\$2,549	\$20,392	\$25,490
		\$0	\$0			\$0	\$0	\$0							
<b>III-C</b>	<b>Cvl Rgts. Cmp./Otr .Reg. Req.</b>	\$0	\$0			\$0	\$0	\$0							
1	Title VI	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2	Environmental Justice	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
3	Minority Business Enterprise	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
4	Planning for the Elderly & Disabled	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5	Safety/Drug Control Planning	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
6	Public Involvement	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7	Private Sector Participation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$0	\$0			\$0	\$0	\$0							
<b>III-D</b>	<b>Incidental Plng./Project Dev.</b>	\$0	\$0			\$0	\$0	\$0							
1	Transportation Enhancement Plng.	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2	Enviro. Analysis & Pre-TIP Plng.	\$0	\$0	\$0	\$0	\$436	\$436	\$3,488	\$0	\$0	\$0	\$436	\$436	\$3,488	\$4,360
3	Special Studies	\$1,845	\$7,381	\$0	\$0	\$457	\$457	\$3,656	\$0	\$0	\$0	\$2,302	\$457	\$11,037	\$13,796
4	Regional or Statewide Planning	\$0	\$0	\$0	\$0	\$1,447	\$1,447	\$11,572	\$0	\$0	\$0	\$1,447	\$1,447	\$11,572	\$14,465
		\$0	\$0			\$0	\$0	\$0							
<b>III-E</b>	<b>Management &amp; Operations</b>	\$0	\$0			\$0	\$0	\$0							
1	Management & Operations	\$0	\$0	\$0	\$0	\$1,617	\$1,617	\$12,932	\$0	\$0	\$0	\$1,617	\$1,617	\$12,932	\$16,165
	<b>Totals</b>	\$6,296	\$25,184	\$0	\$0	\$17,150	\$17,150	\$137,200	\$0	\$0	\$0	\$23,446	\$17,150	\$162,384	\$202,979

**CHAPEL HILL TRANSIT  
FTA TASK NARRATIVE TABLE  
FY2018 UPWP**

1-	MPO	DCHC-MPO (Chapel Hill)	DCHC-MPO (Chapel Hill)	DCHC-MPO (Chapel Hill)	DCHC-MPO (Chapel Hill)	DCHC-MPO (Chapel Hill)	DCHC-MPO (Chapel Hill)	DCHC-MPO (Chapel Hill)	DCHC-MPO (Chapel Hill)	DCHC-MPO (Chapel Hill)	DCHC-MPO (Chapel Hill)	
2-	FTA Code	442400	442301	442301	442302	442302	442302	442302	442302	442302	442100	
3-	Task Code	II-A-5	II-A-	II-A-10	II-A-11	II-A-12	II-A-13	II-B-1	II-B-16	II-B-17	III-A-1	
4-	Title of Planning Task	Transit System Data	Dwelling Unit, Population and Employment Change	Mapping	Central Area Parking Inventory	Bicycle and Pedestrian Facility Inventory	Bicycle and Pedestrian Counts	Collection of Base Year Data	Financial Planning	Congestion Management Strategies	Planning Work Program	
5-	Task Objective	Review and analyze transit system data to monitor changes in travel behavior	Participate with MPO in collection of annual changes of population and employment.	Participate with MPO in further development of regional GIS database; prepare mapping to support local and regional activities	Collect parking data in the Downtown	Collect data on existing bicycle and pedestrian facilities.	Collect data on existing bicycle and pedestrian activity from transportation impact surveys and Towns network of counters.	Maintain base year transportation data	Monitor implementation of adopted Financial Plan for 2045 MTP.	Coordinate with Triangle Regional TDM program to implement nationwide TDM program.	To prepare quarterly reports and the Chapel Hill element of the FY2018 UPWP	
6-	Tangible Product Expected	Monitor system performance and prepare summary report to MPO	MPO Regional GIS database and CMS database.	MPO Regional GIS database and CMS database.	Public and private parking summary and parking utilization information.	Data on existing bicycle and pedestrian facilities.	Data on existing bicycle and pedestrian activity.	Base year data for 2050 MTP.	Refinement of the Orange County Transit Plan and modifications to 2045 MTP Financial Plan.	Preparation of DCHC MPO CMS and Development of TDM program for incorporation into 2045 L RTP	Quarterly Reports and FY2018 PWP	
7-	Expected Completion Date of Product(s)	6/30/2018	6/30/2018	6/30/2018	6/30/2018	6/30/2018	6/30/2018	6/30/2018	6/30/2018	6/30/2018	6/30/2018	
8-	Previous Work	Data Collection	Data Collection	Provided support for development of geo spatial database architecture.	Collection of parking data.	Collection of parking data.	Collection of parking data.	Development of 2045 base year data	2040 Financial Plan and CHT's Financial Sustainability Plan	TDM element of 2045 L RTP.	Development and management of FY15 & FY16 UPWP	
9-	Prior FTA Funds											
10-	Relationship To Other Activities	Supports implementation of L RTP	Supports development of L RTP and related MPO activities	Supports development of L RTP and related MPO activities	Supports development of L RTP and related MPO activities	Supports development of L RTP and related MPO activities	Supports development of L RTP and related MPO activities	Supports development of the 2045 L RTP	Supports development of the 2045 L RTP	Supports implementation of regional TDM programs.	Supports implementation of annual work program	
11-	Agency Responsible for Task Completion	Town of Chapel Hill	Town of Chapel Hill	Town of Chapel Hill	Town of Chapel Hill	Town of Chapel Hill	Town of Chapel Hill	Town of Chapel Hill	Town of Chapel Hill	Town of Chapel Hill	Town of Chapel Hill	
12-	HPR - Highway - NCDOT 20%											
13-	HPR - Highway - FHWA 80%											
14-	Section 104 (f) PL Local 20%											
15-	Section 104 (f) PL FHWA 80%											
16-	Section 5303 Local 10%	\$666	\$435	\$3,610	\$870	\$952	\$656	\$268	\$653	\$1,057	\$1,479	
17-	Section 5303 NCDOT 10%	\$666	\$435	\$3,610	\$870	\$952	\$656	\$268	\$653	\$1,057	\$1,479	
18-	Section 5303 FTA 80%	\$5,328	\$3,480	\$28,880	\$6,960	\$7,616	\$5,248	\$2,140	\$5,224	\$8,452	\$11,832	
19-	Section 5307 Transit - Local 10%											
20-	Section 5307 Transit - NCDOT 10%											
21-	Section 5307 Transit - FTA 80%											
22-	Section 5309 Transit - Local 10%											
23-	Section 5309 Transit - NCDOT 10%											
24-	Section 5309 Transit - FTA 80%											
		\$6,660	\$4,350	\$36,100	\$8,700	\$9,520	\$6,560	\$2,675	\$6,530	\$0	\$0	
		\$6,660		\$36,100	\$8,700	87	\$9,520	\$6,560	\$2,675	\$6,530	\$10,565	\$14,790

**CHAPEL HILL TRANSIT  
FTA TASK NARRATIVE TABLE  
FY2018 UPWP**

1-	MPO	DCHC-MPO (Chapel Hill)	DCHC-MPO (Chapel Hill)	DCHC-MPO (Chapel Hill)	DCHC-MPO (Chapel Hill)	DCHC-MPO (Chapel Hill)	DCHC-MPO (Chapel Hill)	DCHC-MPO (Chapel Hill)	DCHC-MPO (Chapel Hill)	
2-	FTA Code	442500	442700	442400	442400	442400	442700	442200	442100	
3-	Task Code	III-B-1	III-C-3	III-C-4	III-C-5	III-D-2	III-D-3	III-D-4	III-E	
4-	Title of Planning Task	Transportation Improvement Program	Minority Business Enterprise	Planning for the Elderly and Disabled	Safety/Drug Control Planning	Environmental Analysis and Pre TIP Planning	Special Studies	Regional or Statewide Planning	Management and Operations	TOTALS
5-	Task Objective	To prepare information for the SPOT 5.0 process, monitor the adopted TIP and prepare information for amendments to TIP.	To assess compliance with minority business enterprise regulations	To assess impact of transit service on elderly and handicapped populations	To implement and monitor federal safety and drug control planning	To identify and evaluation possible projects for submission to SPOT 5.0.	To prepare special studies to support ongoing transit operations. To prepare an Alternatives Analysis for CHT.	To support regional and statewide planning projects	To support various transit planning activities	
6-	Tangible Product Expected	Projects for submission to SPOT 5.0 TIP process	Annual assessment	Annual assessment	Annual Assessments	SPOT 5.0 projects	Preparation of Chapel Hill Mobility and Connectivity Plan, LRT Station Area Plans and participation in NCDOT US 15-501/Fordham Blvd. Feasibility Study and I-40 Managed Lanes Feasibility Study.	Coordination with Triangle Transit on implementation of Durham to Chapel Hill LRT.	Ongoing transit activities and reporting requirements.	
7-	Expected Completion Date of Product(s)	6/30/2018	6/30/2018	6/30/2018	6/30/2018	6/30/2018	6/30/2018	6/30/2018	6/30/2018	
8-	Previous Work	Adjustments to existing TIP; Development of new TIP	Annual assessment	Ongoing monitoring	Ongoing monitoring	Submission of TIP projects	US 15-501 South Corridor Study		Management of transit planning activities	
9-	Prior FTA Funds									
10-	Relationship To Other Activities	Supports implementation of adopted LRTP	State/Federal MBE requirements	This project supports the development of the 2045 Regional Plan		This project supports the development of the 2045 Regional plan	This project supports the development of the 2045 Regional plan	Supports the implementation of the adopted 2045 Regional Plan and the Chapel Hill Long Range Transit Plan	Supports all other transit planning activities MPO-wide.	
11-	Agency Responsible for Task Completion	Town of Chapel Hill	Town of Chapel Hill	Town of Chapel Hill	Town of Chapel Hill	Town of Chapel Hill	Town of Chapel Hill	Town of Chapel Hill	Town of Chapel Hill	
12-	HPR - Highway - NCDOT 20%									
13-	HPR - Highway - FHWA 80%									
14-	Section 104 (f) PL Local 20%									\$0
15-	Section 104 (f) PL FHWA 80%									\$0
16-	Section 5303 Local 10%	\$2,549	\$0	\$0	\$0	\$436	\$457	\$1,447	\$1,617	\$17,150
17-	Section 5303 NCDOT 10%	\$2,549	\$0	\$0	\$0	\$436	\$457	\$1,447	\$1,617	\$17,150
18-	Section 5303 FTA 80%	\$20,392	\$0	\$0	\$0	\$3,488	\$3,656	\$11,572	\$12,932	\$137,200
19-	Section 5307 Transit - Local 10%									\$0
20-	Section 5307 Transit - NCDOT 10%									\$0
21-	Section 5307 Transit - FTA 80%									\$0
22-	Section 5309 Transit - Local 10%									\$0
23-	Section 5309 Transit - NCDOT 10%									\$0
24-	Section 5309 Transit - FTA 80%									\$0
		\$0	\$0	\$0	\$0	\$0	\$4,570	\$14,465	\$16,165	\$171,500
										\$0
		\$25,490	\$0	\$0	\$0	88	\$4,360	\$4,570	\$14,465	\$16,165

### Anticipated DBE Contracting Opportunities for 2017-2018

Name of MPO: \_\_\_\_\_ Town of Chapel Hill \_\_\_\_\_  Check here if no anticipated DBE opportunities

Person Completing Form: \_\_\_\_\_ David Bonk \_\_\_\_\_ Telephone Number: 919 969 5064

Prospectus Task Code	Prospectus Description	Name of Agency Contracting Out	Type of Contracting Opportunity (Consultant, etc.)	Federal Funds to be Contracted Out	Total Funds to be Contracted Out

**Sample Entry:**

II-C-11	Transit Plan Evaluation	Big City Planning Department	Consultant	\$48,000	\$60,000
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**Note: This form must be submitted to NCDOT-PTD even if you anticipate no DBE Contracting Opportunities. Note “No contracting opportunities” on the table if you do not anticipate having any contracting opportunities.**

City of Durham & GoDurham

	Task Description	STBGP		Sec. 104(f)		Section 5303			Section 5307			Task Funding Summary				
		133(b)(3)(7)		PL		Highway/Transit			Transit			Local	NCDOT	Federal	Total	
		Local	FHWA	Local	FHWA	Local	NCDOT	FTA	Local	NCDOT	FTA					
		20%	80%	20%	80%	10%	10%	80%	10%	10%	80%					
<b>II-A</b>	<b>Surveillance of Change</b>															
1	Traffic Volume Counts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2	Vehicle Miles of Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
3	Street System Changes	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
4	Traffic Accidents	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5	Transit System Data	\$0	\$0	\$0	\$0	\$8,076	\$8,076	\$64,608	\$5,278	\$5,278	\$42,224	\$13,354	\$13,354	\$106,832	\$133,540	
6	Dwelling Unit, Pop. & Emp. Change	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7	Air Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8	Vehicle Occupancy Rates	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9	Travel Time Studies	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
10	Mapping	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
11	Central Area Parking Inventory	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
12	Bike & Ped. Facilities Inventory	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
13	Bike & Ped. Counts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>II-B</b>	<b>Long Range Transp. Plan (MTP)</b>															
1	Collection of Base Year Data	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2	Collection of Network Data	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
3	Travel Model Updates	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
4	Travel Surveys	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5	Forecast of Data to Horizon year	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
6	Community Goals & Objectives	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7	Forecast of Future Travel Patterns	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8	Capacity Deficiency Analysis	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9	Highway Element of th MTP	\$2,608	\$10,434	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,608	\$0	\$10,434	\$13,042	
10	Transit Element of the MTP	\$2,174	\$8,694	\$0	\$0	\$326	\$326	\$2,608	\$483	\$483	\$3,864	\$2,983	\$809	\$15,166	\$18,958	
11	Bicycle & Ped. Element of the MTP	\$2,608	\$10,434	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,608	\$0	\$10,434	\$13,042		
12	Airport/Air Travel Element of MTP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
13	Collector Street Element of MTP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
14	Rail, Water or other mode of MTP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
15	Freight Movement/Mobility Planning	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
16	Financial Planning	\$0	\$0	\$0	\$0	\$326	\$326	\$2,608	\$9,364	\$9,364	\$74,912	\$9,690	\$9,690	\$77,520	\$96,900	
17	Congestion Management Strategies	\$652	\$2,608	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$652	\$0	\$2,608	\$3,260	
18	Air Qual. Planning/Conformity Anal.	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>II-C</b>	<b>Short Range Transit Planning</b>															
1	Short Range Transit Planning	\$0	\$0	\$0	\$0	\$2,610	\$2,610	\$20,880	\$10,058	\$10,058	\$80,464	\$12,668	\$12,668	\$101,344	\$126,680	
<b>III-A</b>	<b>Planning Work Program</b>															
	Planning Work Program	\$1,087	\$4,347	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,087	\$0	\$4,347	\$5,434	
<b>III-B</b>	<b>Transp. Improvement Plan</b>															
	TIP	\$2,608	\$10,434	\$0	\$0	\$653	\$653	\$5,224	\$969	\$969	\$7,752	\$4,230	\$1,622	\$23,410	\$29,262	
<b>III-C</b>	<b>Cvl Rgts. Cmp./Otr .Reg. Reqs.</b>															
1	Title VI	\$218	\$869	\$0	\$0	\$326	\$326	\$2,608	\$350	\$350	\$2,800	\$894	\$676	\$6,277	\$7,847	
2	Environmental Justice	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
3	Minority Business Enterprise	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
4	Planning for the Elderly & Disabled	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5	Safety/Drug Control Planning	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
6	Public Involvement	\$1,087	\$4,347	\$0	\$0	\$326	\$326	\$2,608	\$937	\$937	\$7,496	\$2,350	\$1,263	\$14,451	\$18,064	
7	Private Sector Participation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>III-D</b>	<b>Incidental Plng./Project Dev.</b>															
1	Transportation Enhancement Plng.	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2	Enviro. Analysis & Pre-TIP Plng.	\$4,347	\$17,388	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,347	\$0	\$17,388	\$21,735	
3	Special Studies	\$1,087	\$4,347	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,087	\$0	\$4,347	\$5,434	
4	Regional or Statewide Planning	\$2,174	\$8,694	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,174	\$0	\$8,694	\$10,868	
<b>III-E</b>	<b>Management &amp; Operations</b>															
1	Management & Operations	\$1,087	\$4,347	\$0	\$0	\$5,207	\$5,207	\$41,656	\$2,061	\$2,061	\$16,488	\$8,355	\$7,268	\$62,491	\$78,114	
<b>Totals</b>		<b>\$21,737</b>	<b>\$86,943</b>	<b>\$0</b>	<b>\$0</b>	<b>\$17,850</b>	<b>\$17,850</b>	<b>\$142,800</b>	<b>\$29,500</b>	<b>\$29,500</b>	<b>\$236,000</b>	<b>\$69,087</b>	<b>\$47,350</b>	<b>\$465,743</b>	<b>\$582,180</b>	

**GoDurham (formerly DATA)  
FTA TASK NARRATIVE TABLE  
FY2018 UPWP**

1-	MPO	DCHC-MPO (DATA)	DCHC-MPO (DATA)	DCHC-MPO (DATA)	DCHC-MPO (DATA)	DCHC-MPO (DATA)	DCHC-MPO (DATA)	DCHC-MPO (DATA)	DCHC-MPO (DATA)
2-	FTA Code	442400	442302	442302	442302	442500	442100	442400	442100
3-	Task Code	II-A-5	II-B-10	II-B-16	II-C-1	III-B-1	III-C-1	III-C-6	III-E-1
4-	Title of Planning Task	<b>Transit System Data</b>	<b>Transit Element of the L RTP</b>	<b>Financial Planning</b>	<b>Short Range Transit Planning</b>	<b>Transportation Improvement Program (TIP)</b>	<b>Title VI</b>	<b>Public Involvement</b>	<b>Management and Operations</b>
5-	Task Objective	This element is essentially about transit performance measures that are obtained through the compilation and analysis of FTA and NCDOT required service data obtained from the fixed route and paratransit systems. Conduct system-wide surveys while, providing on-going monitoring of the systems. These performance measures are compared with historical values to gauge the overall service delivery and consumption strength. Provide oversight of passenger amenities including AVL and related technologies. Compile daily, weekly and monthly ridership data and reports for all agencies. Provide ongoing support to MPO in long range transit, UPWP and TIP development. Key objectives include: integrating APC data in to the transit GIS system through routes and stops analysis that are segmented at TAZ levels, improving the geodatabase of transit routes and stops and updating the inventory of all such transit amenities.	To provide on-going support to the MPO's effort toward annual updates of the DCHC -MPO's Long Range Transportation Plan including work on the transit transit of the CTP and Transit elements of the 2045 MTP. The support would be in the form of transit data compilation, including service area maps, schedules and patron information as a component of the socio economic data needed for the regular update of the L RTP. A key objective is updating the transit element of the Coordinated Transportation Plan, CTP and MTP.	To prepare and Monitor the City's Fiscal programs including FTA and NCDOT grants. Apply for and administer grants in TEAM and also in City's Munis system. Monitor and ensure complete compliance with all financial procedures. Track all contracts with third party providers ensuring prompt payment and compliance of all purchases with state, federal and local laws.	To provide system-wide planning oversight of both the fixed route and paratransit services including the monitoring of AVL project, Zonar (pre-trip inspection device) Automatic Passenger counters (APC) On-board camera and video systems and GFI farebox input and output. Also, this task would include the conduct of FTA mandated NTD survey for fixed route system. Key objectives include: integrating APC data in to the transit GIS, summarizing and tabulating gathered AVL data, and updating the inventory of transit stops shelters and related amenities and also the development of geo-spatial mapping. Also, this task would prepare and monitor the City's Fiscal programs including FTA and NCDOT grants. Apply for and administer grants in TEAM and also in City's Munis system. Monitor and ensure complete compliance with all financial procedures. Track all contracts with third party providers ensuring prompt payment and compliance of all purchases with state, federal and local laws	To continue the program of developing transit plans for improving transit services as well as local area transportation as a whole. This would be achieved by identifying area of the City needing transit service and also improving upon the current level of service provided through on-going surveys. Additional tasks would include updating the transit element of the Coordinated Transportation Plan. Key objectives include: integrating APC data in to the transit GIS, summarizing and tabulating gathered AVL data, and updating the inventory of transit stops shelters and related amenities and also the development of geo-spatial mapping.	To provide ongoing education, service monitoring and system analysis and data compilation related to service changes in line with anticipation of Title VI Civil Rights mandates. This review would be done related to the DBBS program for the fixed route service in consultation with the FTA in order to ensure that all service changes over and above 10% are done with Title VI mandates in mind to ensure equity and fairness in the delivery of current fixed route transit service. This task will also include a checklist of certified ADA clientel, ADA service quality provided, ADA certification reviews, ADA service efficiency and effectiveness.	To seek out untapped patrons of the transit service through the use of aggressive public involvement and sustained marketing of the system. Also to engage the Public in all matters related to proposed service changes, to respond to the concerns of the public and to seek their input as it relates to all Title VI matters.	To provide overall transit system management and operations oversight of the fixed route and paratransit services, including service delivery, budgeting, service monitoring and reporting, personnel, short and long range system planning and system development as well as capital improvements. A key objective is developing our asset management system, performance measures and targets. Further, to work with City Transportation and Finance staff to develop federally mandated Asset Management including associated performance measures and targets.
6-	Tangible Product Expected from the Transit system will include but not limited to the following:	Monthly and annual statistical data compiled as part of the ongoing service data collection. They include such reports as monthly ridership, monthly safety data, monthly service supplied information, AVL and APC data. This information is aggregated into OPSTATS report for the state, Monthly and annual NTD reports for the FTA, and monthly Workplan data for City Management staff as well as the MPO staff for use in the L RTP efforts.	Transit Maps, GIS Overlays, Socioeconomic data compilation associated with the transit operations such as OPSTATS reports, NTD Monthly and Annual reports, Transit Budget summaries, Passenger amenities use and inventory report, vehicle use and operation, short, and long term plans and all others specific reports and analysis that the MPO desires as part of this overall on-going transportation planning program	Grants, budget documents, Purchase orders, Bid documents Ledgers, Fund balances and maintenance of asset and related inventory.	Weekly, Monthly, and annual system-wide ridership monitoring reports, APC and AVL Reports, NTD survey outcome, Grants, budget documents, Purchase orders, Bid documents Ledgers, fund balances and maintenance of asset and related inventory including geospatial maps and overlays.	Maps of service changes, Public input process and outcomes, Public hearings, City Council reports, service implementation plans and related processes.	Title VI document related to all service changes that require that we provide such analysis for review and approval by the FTA. Mailing list of all ADA clients for the purpose of reviews, approved and denied trips, wait time list, No Show list, No Show handling, suspensions and wait-time compilation catalogue.	Public meeting agenda, outcome reports, Public hearing notices and summary reports, meetig attendance and related Council reports	Budget outlay, monthly and annual operational and ridership reports, service planning information, safety and training reports, service marketing and outreach programs personnel matters Asset Management and inventory reports.
7-	Expected Completion Date of Product(s)	6/30/2018	6/30/2018	6/30/2018	6/30/2018	6/30/2018	6/30/2018	6/30/2018	6/30/2018
8-	Previous Work	These activities are on-going and were completed in previous years as part of 5303 and 5307 funded task element	2016 Planning Work Program	Same as above. This is also an ongoing task element conducted by the fiscal program accountant.	On-going	On-going on an annual basis.	Same as above	On-going	Same as above
9-	Prior FTA Funds		\$52,788	\$4,830	\$93,640	\$100,580	\$9,650	\$3,500	\$9,370
10-	Relationship To Other Activities	Related to task III-E	This program is intended to support various MPO planning efforts related on the L RTP updates	Related to task III-E	Data retrieved would be used to disseminate service delivery and patronage information to transit management, City Council, FTA, NCDOT	These activities outlined also the MPO's overall FY18 Unified Work Program.	Related to task III-E	This effort relates to and supports the MPO's overall FY18 unified Work Program of enhancing transportation	Related to task III-E
11-	Agency Responsible for Task Completion	GoDurham		GoDurham	GoDurham/GoTriangle	GoDurham/GoTriangle	GoDurham/GoTriangle		GoDurham
12-	HPR - Highway - NCDOT 20%								
13-	HPR - Highway - FHWA 80%								
14-	Section 104 (f) PL Local 20%								
15-	Section 104 (f) PL FHWA 80%								
16-	Section 5303 Local 10%		\$8,076	\$326	\$326	\$2,610	\$653	\$326	\$326
17-	Section 5303 NCDOT 10%		\$8,076	\$326	\$326	\$2,610	\$653	\$326	\$326
18-	Section 5303 FTA 80%		\$64,608	\$2,608	\$2,608	\$20,880	\$5,224	\$2,608	\$2,608
19-	Section 5307 Transit - Local 10%		\$5,278	\$483	\$9,364	\$20,118	\$969	\$330	\$937
20-	Section 5307 Transit - NCDOT 10%		\$5,278	\$483	\$9,364	\$0	\$969	\$330	\$937
21-	Section 5307 Transit - FTA 80%		\$42,224	\$3,864	\$74,912	\$80,464	\$7,752	\$2,800	\$7,496

**GoDurham (formerly DATA)  
FTA TASK NARRATIVE TABLE  
FY2018 UPWP**

1-	MPO	
2-	FTA Code	
3-	Task Code	
4-	Title of Planning Task	<i>TOTALS</i>
5-	Task Objective	
6-	Tangible Product Expected from the Transit system will include but not limited to the following:	
7-	Expected Completion Date of Product(s)	
8-	Previous Work	
9-	Prior FTA Funds	\$295,000
10-	Relationship To Other Activities	
11-	Agency Responsible for Task Completion	
12-	HPR - Highway - NCDOT 20%	
13-	HPR - Highway - FHWA 80%	
14-	Section 104 (f) PL Local 20%	
15-	Section 104 (f) PL FHWA 80%	
16-	Section 5303 Local 10%	\$17,850
17-	Section 5303 NCDOT 10%	\$17,850
18-	Section 5303 FTA 80%	\$142,800
19-	Section 5307 Transit - Local 10%	\$39,558
20-	Section 5307 Transit - NCDOT 10%	\$19,442
21-	Section 5307 Transit - FTA 80%	\$236,000



GoTriangle

	Task Description	Section 5303 Highway/Transit			Section 5307 Transit			Task Funding Summary				
		Local 10%	NCDOT 10%	FTA 80%	Local 10%	NCDOT 10%	FTA 80%	Local	NCDOT	Federal	Total	
<b>II A</b>	<b>Surveillance of Change</b>											
	1 Traffic Volume Counts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	2 Vehicle Miles of Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	3 Street System Changes	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	4 Traffic Accidents	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	5 Transit System Data	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	6 Dwelling Unit, Pop. & Emp. Change	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	7 Air Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	8 Vehicle Occupancy Rates	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	9 Travel Time Studies	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	10 Mapping	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	11 Central Area Parking Inventory	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	12 Bike & Ped. Facilities Inventory	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	13 Bike & Ped. Counts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>II B</b>	<b>Long Range Transp. Plan (MTP)</b>											
	1 Collection of Base Year Data	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	2 Collection of Network Data	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	3 Travel Model Updates	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	4 Travel Surveys	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	5 Forecast of Data to Horizon year	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	6 Community Goals & Objectives	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	7 Forecast of Future Travel Patterns	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	8 Capacity Deficiency Analysis	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	9 Highway Element of th MTP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	10 Transit Element of the MTP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	11 Bicycle & Ped. Element of the MTP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	12 Airport/Air Travel Element of MTP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	13 Collector Street Element of MTP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	14 Rail, Water or other mode of MTP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	15 Freight Movement/Mobility Planning	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	16 Financial Planning	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	17 Congestion Management Strategies	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	18 Air Qual. Planning/Conformity Anal.	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>III C</b>	<b>Short Range Transit Planning</b>											
	1 Short Range Transit Planning	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>III-A</b>	<b>Planning Work Program</b>											
	Planning Work Program	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>III-B</b>	<b>Transp. Improvement Plan</b>											
	TIP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>III-C</b>	<b>Cvl Rgts. Cmp./Otr .Reg. Rqs.</b>											
	1 Title VI	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	2 Environmental Justice	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	3 Minority Business Enterprise	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	4 Planning for the Elderly & Disabled	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	5 Safety/Drug Control Planning	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	6 Public Involvement	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	7 Private Sector Participation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>III-D</b>	<b>Incidental Plng./Project Dev.</b>											
	1 Transportation Enhancement Plng.	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	2 Enviro. Analysis & Pre-TIP Plng.	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	3 Special Studies	\$0	\$0	\$0	\$85,500	\$85,500	\$684,000	\$85,500	\$85,500	\$684,000	\$855,000	\$855,000
	4 Regional or Statewide Planning	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>III E</b>	<b>Management &amp; Operations</b>											
	1 Management & Operations	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Totals</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$85,500</b>	<b>\$85,500</b>	<b>\$684,000</b>	<b>\$85,500</b>	<b>\$85,500</b>	<b>\$684,000</b>	<b>\$855,000</b>	<b>\$855,000</b>

**GoTriangle**  
**TASK DESCRIPTIONS & NARRATIVES**  
**FY2018 UPWP**

**III-D-3, Special Studies.**

More detailed studies may include evaluations of alternative modes or alignments for cost, feasibility, environmental impact, and design. In a similar manner, special problems may arise in relation to major land use changes when large-scale traffic generators (hospitals, regional malls, etc.) will either be developed or closed. These land use changes could significantly affect the regional distribution and/or amount of traffic generated, which could require changes to the MTP to accommodate the newly forecasted growth. The extent, responsibility, and cost for a corridor or sub-area study, which should be conducted within the work plan of the TCC, would be determined prior to its initiation.

**Objectives**

Support corridor planning functions including alternatives analysis activities, capital cost estimation, financial planning, operating cost estimations, transit expert studies, and bus and rail service plans.

**Previous Work**

Consultant reports, model runs, financial analysis, value capture reports

**Proposed Activities**

Studies may be conducted for corridors that show promise during the course of the development of the transit element of the MTP, including alternatives analysis activities, capital cost estimation, operating cost estimations, financial planning, and transit expert studies for corridors, alignments, and bus and rail service plans.

**Products**

Technical reports on specific topics regarding corridors, routes, stations, stops, and policies.

**Relationship to other plans and MPO activities**

Advances planning for bus and rail services in major existing and emerging corridors.

**Proposed budget and level of effort**

Staff will work with contracted consultants in creating documents related to ongoing long range planning activities.