

Member Governments

Town of Carrboro
 Town of Chapel Hill
 County of Chatham
 City of Durham
 County of Durham
 County of Orange
 NC Department of
 Transportation
 Town of Hillsborough

**DURHAM – CHAPEL HILL-CARRBORO
 METROPOLITAN PLANNING ORGANIZATION
 TECHNICAL COORDINATING COMMITTEE (TCC)**

AGENDA

**April 28, 2010
 9:00 a.m.**

**City Council Committee Room
 2nd floor Durham City Hall**

- 1. Preliminaries**
- 2. Adjustments to the Agenda**
- 3. Public Comments**

ACTION ITEMS

**4. Approval of March 24, 2010 TCC Meeting Minutes
 (Attachment 4)**

A copy of the March 24, 2010 minutes is enclosed as Attachment 4.

TCC Action: Approve minutes of the March 24, 2010 TCC meeting.

**5. FY 2010-2011 Unified Planning Work Program
 (Attachment 5 electronic copies only)
 Maricia Brown, LPA Staff**

Annually, the DCHC MPO is required by federal regulations to prepare a 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.

Action	Date
TCC recommends draft 2010-2011 UPWP	2/24/10
TAC releases draft 2010-2011 UPWP for public comment	3/10/10
TAC holds public hearing on draft 2010-2011 UPWP	4/14/10
TAC approves final 2010-2011 UPWP	5/12/10

TCC Action: Recommend that the TAC approve the final FY 2010-2011 UPWP.

6. MPO Policies and Procedures

(Attachment 6, 6A, 6B, 6C)

Maricia Brown, LPA Staff

The MPO has developed 3 policies to improve our oversight, monitoring and management of federal funds allocated and distributed through our urbanized area. They policies are set to be approved and will take effect for FY11 (2010-2011).

Policy #1 serves to establish a written policy on the MPO's responsibility with regards to sub-recipient oversight and monitoring procedures. The LPA serves as a pass-through entity and is required to comply with the Federal Compliance Supplement, Part 3 Section M.

Policy #2 serves to establish a written policy on the MPO's oversight responsibility for Section 5307 – Urbanized Area Formula Program. Even though this program is administered by our member transit agencies, the MPO is responsible for providing reasonable oversight of Section 5307 funds designated for annually approved metropolitan planning activities.

Policy #3 serves to establish a written policy on the MPO's overall policy framework related to all federal funds. This policy addresses federal fund appropriation, allocation, and project selection, eligibility requirements, funding proposal process, project approval process, programming, project tracking, obligation & expenditure monitoring.

TCC Action: Review compiled comments submitted to LPA staff. Recommend TAC approve Policy #1, #2 & #3.

7. Congestion Mitigation Air Quality

(Attachment 7, 7A, 7B, 7C)

Ellen Beckmann, LPA Staff

Maricia Brown, LPA Staff

NCDOT has provided an update on the Congestion Mitigation Air Quality (CMAQ) program (Attachment 7). The DCHC MPO approved projects for FY 2013 through 2017 in August 2009 based on our estimated annual funding of \$2.0M (Attachment 7A). NCDOT had a few minor comments on our applications that LPA staff will be addressing. NCDOT's memo and table indicates that the estimated annual funding for the DCHC MPO has increased to approximately \$3.4M and that they will only be programming CMAQ projects through FY 2015 in the next TIP. Attachment 7B is a proposed new schedule for CMAQ projects for FY 2013 through 2015 that follows the priority order adopted by the TAC in August 2009. NCDOT needs a revised schedule and applications by September 30, 2010.

In addition, NCDOT will be soliciting project proposals for the regional and statewide CMAQ allocations. Regional projects must span two or more non-attainment regions and be administered locally. Statewide projects must be large-scale improvements that NCDOT would administer.

CMAQ funding for two transit projects for FY 2010 needs to be flexed to the Federal Transit Administration. A resolution requesting the transfer of funds is included as Attachment 7C.

TCC Action: Review NCDOT's CMAQ update. Recommend that the TAC approve the revised schedule for FY 2013 through 2015 CMAQ projects. Discuss potential project proposals for regional and statewide CMAQ funding. Recommend that the TAC approve the resolution requesting the transfer of FY 2010 CMAQ funding to the Federal Transit Administration.

8. Job Access and Reverse Commute and New Freedom Program

(Attachment 8, 8A, 8B)

Maricia Brown, LPA Staff

The MPO receives an annual allocation of Job Access Reverse Commute (JARC) and New Freedom (NF) funds. JARC is targeted for improving transportation for low income populations and NF is targeted at persons with disabilities. The 2009 Call for Projects allocated the MPO's appropriations with a remaining balance of \$72,671 in JARC and \$10,769 in NF funds. The LPA has reviewed the current status of the program of projects and have made suggested changes.

Attachment 8 is a memo on the JARC and NF project status with an amended NFP program of projects. Attachment 8A is the 3rd quarter and year-to-date expenditure report. Attachment 8B is a copy of the CHT 2009 Regional Call Center application.

TCC Action: Review the proposed FY 2009 amended Program of Projects and recommend that the TAC approve the amended project funding.

9. Chapel Hill Long Range Transit Plan

(Attachment 9)

David Bonk, Town of Chapel Hill

The Town of Chapel Hill will present the final draft plan for the Chapel Hill Long Range Transit Plan. The executive summary is Attachment 9. The complete report is on their website <http://www.townofchapelhill.org/index.aspx?page=560>. The TCC and TAC will receive a presentation of the final draft plan and have the opportunity to ask questions and provide comments. The recommendations of an earlier version of the plan were incorporated into the 2035 Long Range Transportation Plan. The plan has been submitted to the Town of Chapel Hill, Town of Carrboro, and University of North Carolina for consideration.

TCC Action: Receive presentation of the final draft Chapel Hill Long Range Transit Plan. Provide comments and forward to the TAC for review and comment.

10. Regional Transit Planning - Update

(Attachment 10)

Ellen Beckmann, LPA Staff

Durham, Orange, and Wake counties are developing county-level transit plans as required by HB 148, the legislation authorizing a half-cent sales tax for regional transit projects subject to a referendum. The current schedule is to hold the transit referendum in fall 2011. The county plans must be adopted by the counties and the MPO by spring 2011. The alternatives analysis

will be occurring concurrently with the development of the county plans. A proposed schedule for development of the Durham County transit plan is included as Attachment 10.

TCC Action: Discuss schedule for the development and approval of the Durham and Orange County transit plans.

11. Surface Transportation Program - Direct Attributable - Update
(Attachment 11, 11A)

Ellen Beckmann, LPA Staff

The TAC approved the STP-DA program for FY 2010 through 2015 at their April 14, 2010 meeting (Attachment 11). This schedule was developed based on the federal rescission. The federal rescission was restored by the Hiring Incentives to Restore Employment legislation signed in March. Attachment 11A is the TAC memo that explains the effect of the restoration of the rescission. The DCHC MPO now has additional STPDA funding available for programming in FY 2012 through 2018.

TCC Action: Discuss the restoration of the rescission and schedule for programming projects in FY 2012 through 2018.

REPORTS FROM STAFF:

12. Reports from Staff
(Attachment 12)

Felix Nwoko, LPA Staff

TCC Action: Receive Report from staff

13. Report from the Chair

Mark Ahrendsen, TCC Chair

TCC Action: Receive Report from TCC Chair

14. NCDOT Report
(Attachment 14)

Wally Bowman, Division 5 – NCDOT

Mike Mills, Division 7 – NCDOT

INFORMATIONAL ITEMS

Adjourn

Next meeting: May 26, 2010

TECHNICAL COORDINATING COMMITTEE

March 24, 2010

MINUTES OF MEETING

The Technical Coordinating Committee met on March 24, 2010 at 9:00 a.m. in the Council

Committee Room on the second floor of Durham City Hall. The following attended:

- *Mark Ahrendsen City of Durham/Transportation (TCC Chair)
- *Bill Barlow NCDOT – PTD
- *Julie Bollinger NCDOT - TPB
- *David Bonk Town of Chapel Hill (TCC Vice-Chair)
- *Jeff Brubaker Town of Carrboro
- *Stanley Buff (alternate) NCDOT – Division 7
- *Melissa Guilbeau Chatham County
- *Andy Henry City of Durham/Transportation
- *John Hodges-Copple Triangle J COG
- *Michael Hughes (alternate) City of Durham – Engineering
- *Tom King Town of Hillsborough
- *Ray Magyar UNC - Transportation
- *Patrick McDonough Triangle Transit
- *Ryan Mickles (alternate) Town of Chapel Hill
- *Kumar Neppalli Town of Chapel Hill
- *Felix Nwoko City of Durham/Transportation
- *Pierre Osei-Owusu City of Durham / DATA
- *Liz Rooks Research Triangle Foundation
- *Battle Whitley (alternate) NCDOT – Division 5
- Ellen Beckmann City of Durham/Transportation
- Maricia Brown City of Durham/Transportation
- Dale McKeel City of Durham/Transportation
- Brian Rhodes City of Durham/Transportation
- Jill Stark FHWA

*Voting Member

^Temporary Non-Voting Member

Quorum Count: 19 of 21 Voting Members Present

According to the TCC Bylaws, when a member misses three meetings in a row he/she is not considered a voting member on the third consecutive missed meeting. Voting privileges are reinstated on the second consecutive meeting that he/she attends.

Mark Ahrendsen, TCC Chair, called the meeting to order at 9:05 a.m. The Alternate Voting

Members were identified and are indicated above.

42 **PRELIMINARIES:**

43 **Adjustments to the Agenda**

44 There were no adjustments to the agenda.

45 **Public Comments**

46 There were no public comments.

47 **ACTION ITEMS:**

48 **Approval of February 24, 2010 TCC Meeting Minutes (Attachment 4)**

49 A motion was made by Patrick McDonough and seconded by Andy Henry for the approval of the
50 February 24, 2010 TCC Meeting Minutes. The motion carried unanimously.

51 **U-4716 (Hopson Road Grade Separation, Church Street Crossing Closure and Extension) – FY 2009-**
52 **2015 MTIP Amendment #11; 2035 LRTP Amendment #1; and Air Quality Analysis and Determination**
53 **Report (Attachments 5, 5A, 5B, 5C, 5D, and 5E)**

54
55 Andy Henry provided an introduction for U-4716 (Hopson Road Grade Separation, Church Street
56 Crossing Closure and Extension) – FY 2009-2015 MTIP Amendment #11; 2035 LRTP Amendment #1; and
57 Air Quality Analysis and Determination Report, along with the attachments.

58 Andy Henry stated the project is now 100% stimulus funded. The developer, Keystone, is
59 committed to extending Church Street. However, we still don't have a signed agreement. NCDOT
60 stated they can continue until June 1st without a TIP/LRTP Amendment; after that it will impact the
61 project schedule. Staff is recommending the approval of the amendments and the air quality conformity
62 report because the project has high-level benefits.

63 A motion was made by Felix Nwoko and seconded by David Bonk to recommend TAC approval
64 of the resolutions adopting amendment #1 to the 2035 Long Range Transportation Plan, amendment
65 #11 to the FY 2009-2015 Metropolitan Transportation Improvement Program, and the Air Quality
66 Analysis and Determination Report. This will supersede the previous action taken by the TAC that was
67 conditional on the private sector participation. The motion carried unanimously.

68 **MPO Policies and Procedures (Attachments 6, 6A and 6B)**

69 Maricia Brown provided an introduction for the MPO Policies and Procedures, along with the
70 attachments.

71 Ms. Brown stated that the first policy is a brief overview of the summary for sub-recipient
72 monitoring. The LPA is a pass-through entity for a lot of our funding.

73 Ms. Brown asked that each jurisdiction pass along the policies to the financial/grant staff for
74 review. Patrick McDonough stated the grant administrators need to review. Ms. Brown stated this
75 policy will be implemented in FY 2011. Maricia Brown stated she needs the feedback in a timely manner
76 for review before the TAC approval. Patrick McDonough asked if the DCHC staff has access to TEAM and
77 Maricia Brown stated yes they do have access but cannot review all transit agency information. Patrick
78 McDonough suggested asking FTA for LPA staff to have access to TEAM because it would be easier.
79 Maricia Brown would like access without taking on the responsibility for entering grants in case of a
80 federal audit.

81 Ms. Brown stated the second policy is on Section 5307 funds which are designated to transit
82 agencies. When a transit agency uses these funds for planning, oversight is required by the MPO. The
83 transit agencies are already doing the work; they just need to share it with the MPO. These
84 requirements take effect in FY 2011.

85 Pierre Osei-Owusu stated that Section 5307 is for transit planning. If it is used for a position, it is
86 the agency's responsibility. He has a concern of adding on layers of oversight. Mr. Osei-Owusu stated
87 this needs to be discussed with the transit agencies. Maricia Brown stated it is not extra work; it is the
88 same as what the grant administrators are already doing.

89 Patrick McDonough stated that sometimes planning activities are delayed and then get flexed
90 back to preventative maintenance. He doesn't want to lose flexibility through this process.

91 Maricia Brown stated that the third policy is extensive. The LPA staff has reviewed and the
92 policy is attempting to prevent future rescissions from affecting the MPO's federal funds. Staff
93 encourages review of the policies and would like everyone to provide feedback.

94 David Bonk stated that on page 2, under project selection, the text may not be entirely correct
95 because there is no reference to STP funds. Projects are selected by the MPO in consultation with the
96 State for certain programs and approved by the MPO and the State.

97 **Federal Rescission – STP-DA FY 2009-2015 MTIP Amendment #15; CMAQ (Attachments 7, 7A and 7B)**

98 Ellen Beckmann provided an introduction for the Federal Rescission – STP-DA FY 2009-2015
99 MTIP Amendment #15; CMAQ, along with the attachments.

100 Ellen Beckmann stated we are requiring local jurisdictions to stick to the proposed schedules.
101 There will be a one year grace period, but if the funds haven't been spent they will be subject to being
102 reallocated to another project by the MPO. At this point, NCDOT reports that there are no impacts to
103 our CMAQ projects.

104 Jill Stark stated the Jobs Bill which was signed last week reinstated funds that have been
105 rescinded. Mark Ahrendsen requested that John Sullivan provide an update at the Joint TAC meeting.

106 A motion was made by David Bonk and seconded by Felix Nwoko to recommend TAC approval
107 of the Resolution to Modify the FY 2009-2015 Transportation Improvement Program for the DCHC
108 Urban Area. The motion carried unanimously.

109 Jill Stark stated the second stimulus was not in the current Jobs Bill. It could still happen, but at
110 this point it doesn't look likely. No studies will be allowed in the second bill.

111 Pierre Osei-Owusu asked about the unspent funds from the first bill. Jill Stark stated there were
112 a lot of projects that did not receive 100% funding and there were also four special projects. The Yadkin
113 River Bridge study was the special one for North Carolina. We received \$10 million for a \$400 million
114 dollar bridge and that would go to the TIFIA grant application. It is an incentive for innovative finance. A

115 lot of the applications that were sent in didn't meet the minimum requirements and therefore weren't
116 eligible.

117 **Farrington Road Study (Attachment 8)**

118 Andy Henry provided an introduction for the Farrington Road Study, along with the attachment.

119 Andy Henry stated the TAC had several problems with the plan which are listed on the staff agenda.

120 Staff may not be able to incorporate all of Chatham's comments because it would take a lot of staff
121 time.

122 David Bonk suggested fixing the errors, but not re-analyzing any updated data. The
123 recommendation may or may not be relevant due to changes since the analysis was done. Mark
124 Ahrendsen stated events have passed the study and some projects have been closed. Revisiting is not
125 the best use of resources at this time. Dale McKeel asked if any parts of the study will be endorsed and
126 Mark Ahrendsen stated it would be difficult to endorse parts. It will be a source document. Andy Henry
127 stated the study provided recommendations for the 2035 LRTP.

128 David Bonk stated the Chapel Hill-Carrboro Land Use Transit Plan needs to be presented to the
129 TCC in April and then to the TAC in May.

130 **2010 Economic Stimulus Legislation (Attachment 9)**

131 Ellen Beckmann provided an introduction for the 2010 Economic Stimulus Legislation, along with
132 the attachment. Based on the information from Jill Stark, the legislation appears unlikely. The MPO will
133 retain this list in case a bill is passed in the future.

134 Patrick McDonough asked if operating will be eligible in the next stimulus and Ellen Beckmann
135 assumes 10% can be used for operating as with the last stimulus funding.

136 **Regional Transit Planning – Update (Attachment 10)**

137 Mark Ahrendsen provided an update on the Regional Transit Planning – Update, along with the
138 attachment.

139 Triangle Transit has retained a firm for an alternative analysis. We are proceeding in parallel
140 with the three county plans because we don't want conflicting recommendations.

141 David Bonk stated they have had questions raised on the NC-54 study on the alignment. How
142 do we address these questions because of the timing issue?

143 Patrick McDonough stated have hired URS Corporation and other consultants and there are two
144 timelines; August 2011 for a New Starts report and a November 2011 referendum.

145 Patrick McDonough stated in regards to David Bonk's question of the NC-54 alignment; the
146 alternative analysis will attempt to answer that question. The cost of the alignment is of most concern;
147 does the shift affect the cost of the project.

148 David Bonk stated the NC-54 study group needs to decide what the options are that could be
149 further studied though the alternative analysis. Mark Ahrendsen stated there are three studies ongoing.
150 If the timing doesn't work out for using information from the alternatives analysis, we need to use the
151 information we have at this point for the studies. Patrick McDonough stated a narrative should be
152 included of why the MPO made the decisions it did.

153 **Joint TAC Legislation Agenda – Update (Attachment 11)**

154 Ellen Beckmann provided an introduction for the Joint TAC Legislation Agenda – Update,
155 including the attachment.

156 Ellen Beckmann stated there are two additions; one is for the state to identify its contribution of
157 funding for the intermodal bill and the second is for opposing transferring responsibility for state-
158 maintained roads to local and county governments. John Hodges-Copple suggested adding an item for
159 the federal partnership. Bill Barlow suggested adding HOV lanes for the region and to push for funds
160 related to HOV lanes. David Bonk would prefer to wait and not compete with LRT. Patrick McDonough
161 stated he thinks HOT lanes are more likely than HOV lanes.

162 **Reports from Staff:**

163 **Reports from Staff (Attachment 12)**

164 Felix Nwoko stated there will be a public meeting on the NC-54 study on May 11, 2010. David
165 Bonk asked when there will be training for the geo-coder and Andy Henry stated it will be in May 2010
166 and the training for the Community Viz will be soon.

167 **Report from the Chair**

168 Mark Ahrendsen stated there will be a Joint TAC meeting on March 31, 2010. There is a design
169 hearing on the East End Connector on March 25, 2010 at the Holton Community Resource Center at 7:00
170 p.m. Staff is continuing to work with NCDOT on the Alston Avenue widening project. There will be a
171 MPO/RPO summit on April 8, 2010, at three different locations on the Strategic Investment Summit.
172 Ellen Beckmann stated they have requested that attendance be limited to three from each MPO and
173 RPO.

174 **NCDOT Report (Attachment 14)**

175 Stanley Buff, NCDOT Division 7, stated the report is attached for review. Battle Whitley, NCDOT
176 Division 5, stated the report is attached for review.

177 Jeff Brubaker stated there will be a public hearing with NCDOT at the end of April on the Smith
178 Level Road project.

179 **Adjournment**

180 There being no further business before the Technical Coordinating Committee, the meeting
181 adjourned at 11:03 a.m.

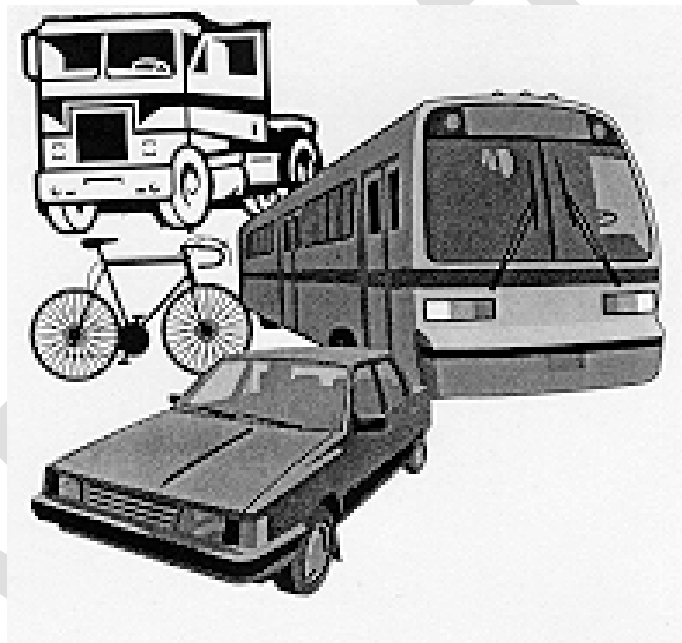
TCC ATTENDANCE RECORD - 2010

NAME	AGENCY	12/16	1/27	2/24	3/24	4/28	5/26	6/23	7/28	8/25	9/22	10/27	11/17
John Brantley	Airport Authority	A-	A-	A-	A-								
Richard Carter	Greyhound	A-	A-	A-	A-								
Roy Williford (a) Patricia McGuire	Carrboro Planning	P+	A+	A+	A-								
Jeff Brubaker (a) Patricia McGuire	Carrboro Planning	P+	P+	P+	P+								
Kumar Neppalli (a) Ryan Mickles	Chapel Hill Engineering	P+	P+	P+	P+								
Brian Litchfield (a) Ryan Mickles	Chapel Hill Transit	P+	P+	P+	P+								
David Bonk (a) Ryan Mickles	Chapel Hill Planning	P+	P+	P+	P+								
Melissa Guilbeau (a) Jason Sullivan (a) Ben Howell	Chatham County Planning	P+	P+	P+	P+								
Ray Magyar (a) Claire Kane	UNC/Transportation	P+	P+	P+	P+								
Mark Ahrendsen	City of Durham Transportation	P+	P+	P+	P+								
Steve Mancuso (a) Pierre Osei-Owusu (a) Chassem Anderson	City of Durham DATA	A+	P+	P+	P+								
Andy Henry (a) Ellen Beckmann (a) Dale McKeel	City of Durham Transportation	P+	P+	P+	P+								
Felix Nwoko (a) Ellen Beckmann (a) Dale McKeel	City of Durham Transportation	P+	P+	P+	P+								
Ed Venable (a) Michael Hughes	City of Durham Engineering	P+	A+	A+	P+								
Keith Luck (a) Aaron Cain	Durham City/County Planning	A-	A-	A-	A-								
Bonnie Estes (a) Aaron Cain	Durham City/County Planning	A+	P+	P+	A+								
Tobin Freid	Durham City/County	A-	A-	A-	A-								
Tom King (a) Margaret Hauth	Hillsborough Planning	P+	P+	P+	P+								
Starla Huggins	NCCU	A-	A-	A-	A-								
TE-III Triangle Group, Durham Coordinator (Bollinger) (a) Triangle Planning Group Supervisor (Walston) (a) Eastern Planning Unit Head (Marshall)	NCDOT TPB	P+	P+	P+	P+								
Division Engineer (Bowman) (a) Deputy Division Engineer (Hopkins) (a) Division Operations Engineer (Whitley) (a) Division Project Manager (Kneis)	NCDOT Division 5	P+	P+	P+	P+								
Division Engineer (Mills) (a) Deputy Division Engineer (vacant) (a) Division Operations Engineer (Wilson) (a) Division Project Manager (Hunsinger) (a) Division Construction Engineer (Eason) (a) Division Staff Engineer (Buff)	NCDOT Division 7	P+	P+	P+	P+								
Mobility Development Specialist, Triangle (Barlow) (a) Assistant Director for Mobility Development (Lavender)	NCDOT PTD	P+	P+	P+	P+								
Regional Traffic Engineer (Becker) (a) Regional Traffic Safety Engineer (Phipps)	NCDOT Traffic Operations	A-	A-	A-	A-								
Karen Lincoln	Orange County Planning	P+	P+	P+	A+								
Karen Markovicks	Orange County Planning	A-	A-	A-	A-								
Liz Rooks (a) Alison Fiori	Research Triangle Foundation	P+	P+	P+	P+								
John Hodges-Copple (a) Paul Black	Triangle J COG	P+	P+	P+	P+								
Patrick McDonough (a) Jonathan Parker	Triangle Transit	P+	P+	P+	P+								
Phail Wynn	Duke University	A-	A-	A-	A-								
# P+ / # voting members		20/22	20/22	20/22	19/21								

Not confirmed in writing

P+ = present and counted as a voting member; P- = present and not counted as a voting member; A+ = absent and counted as a voting member; A- = absent and not counted as a voting member
Voting member rule: When a member misses three meetings in a row, he/she is not considered a voting member on the third consecutive missed meeting. Voting privileges are reinstated on the second consecutive meeting that he/she attends.

Durham-Chapel Hill-Carrboro Metropolitan Planning Organization



DRAFT

**2010-2011
Unified Planning Work Program (UPWP)**

January 27, 2010

**Durham-Chapel Hill-Carrboro
Metropolitan Planning Organization**

FY 2010-2011 Unified Planning Work Program

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DRAFT

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

RESOLUTION

Approving the FY 2010-2011 Unified Planning Work Program

April 14, 2010

A motion was made by _____ and seconded by _____
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 Durham-Chapel Hill-Carrboro Metropolitan Planning Organization;
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 Transportation Advisory Committee agree that the Unified Planning Work Program will effectively advance transportation planning for FY 2010-2011.

Now, therefore, be it resolved that the Transportation Advisory Committee hereby endorses the *Durham-Chapel Hill-Carrboro Metropolitan Planning Organization FY 2010-2011 Unified Planning Work Program*.

I, J. Michael Woodard, TAC Chair, do hereby certify that the above is a true and correct copy of an excerpt from the minutes of a meeting of the Durham-Chapel Hill-Carrboro Transportation Advisory Committee, duly held on the 14th day of April, 2010.

Mike Woodard, TAC Chair

Subscribed and sworn to me this _____ day of _____, 2010.

(Notary seal)

Notary Public

101 City Hall Plaza
Durham, NC 27701

My commission expires _____

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

RESOLUTION (PTD-FTA)

Approving the FY 2010-2011 Unified Planning Work Program (UPWP) of the
DCHC Urban Area/Metropolitan Planning Organization

April 14, 2010

A motion was made by _____ and seconded by _____
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 Durham-Chapel Hill-Carrboro Metropolitan Planning Organization;
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, members of the Transportation Advisory Committee agree that the Unified Planning
Work Program will effectively advance transportation planning for FY 2010-2011.

Now therefore, be it resolved that the Transportation Advisory Committee hereby endorses the
*FY 2010-2011 Unified Planning Work Program for the Durham-Chapel Hill-Carrboro
Metropolitan Planning Organization.*

I, _____, Chair of the DCHC MPO Transportation Advisory Committee (TAC)
do hereby certify that the above is a true and correct copy of an excerpt from the minutes of a
meeting of the Durham-Chapel Hill-Carrboro Transportation Advisory Committee, duly held on
the 14th day of April, 2010

Mike Woodard
Chairman, Transportation Advisory Committee

Subscribed and sworn to me this _____ day of _____, 2010.

Notary Public

(Notary seal)

101 City Hall Plaza
Durham, NC 27701

My commission expires _____

RESOLUTION CONFIRMING TRANSPORTATION PLANNING PROCESS

RESOLUTION CERTIFYING THE DURHAM-CHAPEL HILL-CARRBORO (DCHC MPO) METROPOLITAN PLANNING ORGANIZATION'S TRANSPORTATION PLANNING PROCESS FOR FY 2010-2011 (FY 2011)

WHEREAS, the Transportation Advisory Committee 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 Transportation Advisory Committee 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 Transportation Advisory Committee 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 Transportation Advisory Committee 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 Transportation Advisory Committee 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 Metropolitan Transportation Improvement Program is a subset of the currently conforming 2030 Long Range Transportation Plan;

WHEREAS, the Transportation Plan has a planning horizon year of 2035, and meets all the requirements for an adequate Transportation Plan,

NOW THEREFORE, be it resolved that the DCHC Urban Area Transportation Advisory Committee certifies the transportation planning process for the DCHC Metropolitan Planning Organization on this the ____ day of _____, 2010.

Chair, Transportation Advisory Committee

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)]
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)]
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)]
4. Is there a currently adopted (Unified) Planning Work Program (U/PWP)? 23 CFR 450.314
 - a. Is there an adopted prospectus? Are work programs consistent with the adopted prospectus?
 - b. Are tasks and products clearly outlined?
 - c. Is the U/PWP consistent with the LRTP?
 - d. Has the UPWP been checked for effectiveness to see if it is further meeting the goals of the LRTP?
 - e. Is UPWP product driven and result oriented?
 - f. Is the work identified in the U/PWP completed in a timely fashion?
5. Does the area have a valid transportation planning process? 23 CFR 450.322
 - a. Is the transportation planning process continuous, cooperative and comprehensive?
 - b. Is there a valid LRTP?
 - c. Did the LRTP have at least a 20-year horizon at the time of adoption?
 - d. Does it address the 8-planning factors?
 - e. Does it include strategies for evaluating effectiveness of Plan goals and targets?
 - f. Does it cover all modes applicable to the area?
 - g. Does it address preservation of existing systems? Is consideration of the preservation of existing systems clearly documented in stand-alone section?
 - h. How is freight considerations incorporated into the LRTP?
 - i. How is safety considerations incorporated in the LRTP? Are safety considerations documented separately (stand-alone)?
 - j. Is it financially constrained?
 - k. Has the MPO demonstrated reasonableness of LRTP Revenue sources? How?
 - l. Does it include funding for the maintenance and operation of the system?
 - m. Does it include environmental mitigation?
 - n. Does it conform to the State Implementation Plan (SIP) (if applicable)?
 - o. Is it updated/reevaluated in a timely fashion (at least every 4 or 5 years)?
6. Is there a valid TIP? 23 CFR 450.324, 326, 328, 332
 - a. Is it consistent with the LRTP?
 - b. Is it fiscally constrained?
 - c. Is it developed cooperatively with the state and local transit operators?
 - d. Is it updated at least every 4-yr and adopted by the MPO and the Governor?
7. Does the area have a valid CMP? (TMA only) 23 CFR 450.320
 - a. Is it consistent with the LRTP?
 - b. Was it used for the development of the TIP?
 - c. Is it monitored and reevaluated to meet the needs of the area?
8. Does the area have a process for including environmental mitigation discussions in the planning process? (SAFETEA-LU)
 - a. How _____

- b. Why not _____
9. Does the planning process meet the following requirements of 23 CFR 450.316 (2) (3), EO 12898?
- a. Title VI
 - i. Are there procedures in place to address Title VI complaints and does it comply with federal regulation? [23 CFR 200.9 (b)(3)]
 - b. Environmental Justice (Executive Order 12898)
 - i. Has the MPO identified low-income and minority populations within the planning area and considered the effects in the planning process?
 - ii. Has the MPO developed Environmental Justice Policy and Program?
 - iii. Has the MPO involved EJ community in the development of the UPWP?
 - c. ADA
 - i. Are there procedures in place to address ADA complaints of non-compliance and does it comply with federal regulation? [49 CFR 27.13]
 - d. DBE
 - i. Does the MPO have a DBE policy statement that expresses commitment to the DBE program? [49 CFR 26.23]
10. Does the area have an adopted PIP/Public Participation Plan? 23 CRR 450.316 (b)(1)
- a. Did the public participate in the development of the PIP?
 - b. Was the PIP made available for public review for at least 45-days prior to adoption?
 - c. Is adequate notice provided for public meetings?
 - d. Are meetings held at convenient times and at accessible locations?
 - e. Is the public given an opportunity to provide oral and/or written comments on the planning process?
 - f.
 - g. Does the PIP include criteria for measuring the effectiveness of PIP?
 - h. Is the PIP periodically reviewed and updated to ensure its effectiveness?
 - i. Are plans/program documents available in an electronic accessible format, i.e. MPO website?
 - j. Has the MPO employed visualization tools in LRTP, TIP and planning projects?
 - k. Does the PIP include visualization tools?
 - l. Is the EJ community given the adequate and meaningful opportunity to provide comments on the planning process?
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? (SAFETEA-LU)
- a. How _____
 - b. Why not _____
12. Has the UPWP been checked for effectiveness to see if it is further meeting the goals of the LRTP?
13. Does the UPWP meet SAFETEA-LU requirements? If not, what is the timeline to update the UPWP?
14. Do the selected work items reflect the planning priorities facing the MPO?
15. Do the MPO product UPWP reports consistent with agreements and federal regulation? Are UPWP products and accomplishments documented in reports? Are accomplishments consistent with the proposed work programs? Are reports made available to the Policy Board and the Public? How are reports disseminated?
16. How is safety consideration reflected in the MPO planning process?
17. What steps have you taken to incorporate freight concerns in the planning process? Is freight considered in the project selection and prioritization process?

18. Are freight providers included in the MPO's boards, advisory groups, task forces? If no, what steps are being taken to incorporate these groups?
19. Has the MPO developed methodology to measure the impact freight on the transportation system?
20. What process/procedures are used to self-certify the planning process?
 - a. How are the transit authority, State DOT, and others involved?
 - b. What criteria have been established for the self-certification?
 - c. Is there an opportunity for public comment? If so, how are comments addressed?
 - d. How is the self-Certification Process documented?
21. What supporting documentation/information is provided to the MPO policy board when the self-certification is approved?
 - a. Is the policy board provided documentation on what is required in the planning process by various laws? When and how?
 - b. Is support/documentation to support the self-certification provided to the policy board and the public?
22. How is the annual self-certification provided to the Federal agencies—as part of the TIP/STIP or UPWP, or in a separate submittal?
23. Does the MPO have processes, procedures, guidelines, and/or policies that address Title VI, ADA, DBE, lobbying, and other regulatory requirements?
24. How are these documented and applied?
25. Are there any specific strategies in place to reach the Hispanic community?
26. Do you have the following: a Citizens Advisory Committee, and a Transportation Disadvantaged Advisory Committee to make recommendations to the MPO (as the TCC currently does)? If not, are there plans to incorporate these committees?
27. For projects identified in the LRTP, do you develop Purpose & Need Statements? If so, how detailed are these P&N statements?
28. How was the public involved in the development/update of your CMP?
29. Is the CMP current? Does the CMP meet SAFETEA-LU requirements? If not, what is the timeline to update the CMP?

OVERVIEW

Federal legislation (SAFETEA-LU) and implementing regulations mandate that each Metropolitan Planning Organization prepare an annually Unified Planning Work Program (UPWP) that details and guides the urban area transportation planning activities. 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 Prospectus is hereby referenced as an element of the UPWP and is available upon request from any member agency of the DCHC MPO.

The UPWP also contains supplemental project descriptions for Federal Transit Administration (FTA) projects. FTA project descriptions are provided for transit providers (Chapel Hill Transit, Durham Area Transit, & Triangle Transit Authority). FTA planning project task descriptions, FTA Disadvantaged Businesses Contracting Opportunities forms, and FTA funding source tables 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) are designated for State use only and reflect the amount of those funds to be expended by the N.C. Department of Transportation Statewide Planning Division on DCHC MPO activities. Federal Highway Administration (FHWA) Section 104(f) funds, FHWA Section 133(b)(3)(7) funds, FTA Section 5303 (formerly Section 8) funds, FTA Section 5307 (formerly Section 9) funds, and FTA Section 5309 (formerly Section 3) funds are designated for MPO use. The Section 5303 and Section 5307 funds have historically been used for transit planning tasks while other MPO transportation planning tasks have been funded with Section 104 (f) and Section 133 (b)(3)(7) funds. The Section 104 (f) and Section 133 (b)(3)(7) funds, also known as Surface Transportation Program-Direct Attributable (STP-DA) funds are set by congressional authorization on an annual basis. With the exception of FTA Section 5307 and 5309 funds, these funds can only be used for MPO transportation planning purposes. FTA Section 5309 funds are used for transit capital expenses, and Section 5307 funds are used for transit capital and operating expenses as reflected in the Transportation Improvement Program (TIP).

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. The certification resolution was approved as part of the FY 2009-2010 UPWP and is included in this (FY 2011) work program.

INTRODUCTION

The DCHC MPO is required by federal regulations to prepare an annually 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 Federal Transit Administration (FTA) projects. FTA project descriptions are provided for transit providers (Chapel Hill Transit, Durham Area Transit, & Triangle Transit Authority). FTA planning project task descriptions, FTA Disadvantaged Businesses Contracting Opportunities forms, and FTA funding source tables are also part of the UPWP document.

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) are designated for State use only and reflect the amount of those funds to be expended by the N.C. Department of Transportation Statewide Planning Division on DCHC MPO activities. Section 104(f) funds are designated for MPO planning and are sub-allocated to the City of Durham, Town of Carrboro and Town of Chapel Hill. Section 133(b)(3)(7) funds are the portion of STP-DA funds used in MPO planning. The City of Durham uses these funds to support the LPA planning functions. These funds are also used for MPO special projects, such as the congestion Management Systems, Collector Street Plan, Land use model, GIS/Data integration and automation, Regional model update and enhancement, Travel behavior surveys and update of the ITS deployment plan and regional architecture, support of the Regional Model Service Bureau, NC 54 Corridor Study, Parking Survey/Study, etc.

The main source of funds for transit planning for Chapel Hill Transit (CHT), the Durham Area Transit Authority (DATA), and the Triangle Transit Authority (TTA), is the Federal Transit Administration's Section 5303 (formerly Section 8) funds. These funds are allocated by NCDOT's Public Transportation Division (PTD). Transit agencies can also use portions of their Section 5307 (formerly Section 9) capital and operating funds for planning. These funds must be approved by the TAC as part of the UPWP approval process.

FY 2010-11 STP-DA Funds will cover special projects and continuation of major emphasis projects. These are summarized as follows:

Special Projects

- Follow-up Planning studies for the Special Transit Advisory Commission – STAC
- Commercial vehicle survey and counts for the Triangle Regional Model (TRM)
- Parking survey, inventory and study for the TRM
- NC 54/I40 Corridor/Sub-Area Study
- Initiation of the 2040 LRTP
- MPO Freight planning
- MPO Safety and security Plan

- Model data collection
- MPO Congestion Management Plan and process
- Integration Climate Change in Transportation Planning Process

Continuation of Major Projects

- MPO Integrated Land-use/Transportation Model
- Non-Motorized trip model
- GIS Warehouse/Integration and Automation
- MPO-wide Collector Street Plan
- Farrington/Stagecoach Road Study – Public Involvement
- Intelligent Transportation Systems (ITS) Strategic Deployment Plan

FY 2010-11 UPWP funding levels as well as the descriptions of funding sources is summarized below.

Planning (PL) Section 104(f) – These funds are 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 SAFETEA-LU Section 104(f) allocation as well as new PL distribution approved by NCDOT Board of Transportation in June 2005. The statewide section 104(f) funds are distributed among the 17 MPOs based on the following formula: All MPOs get an equal share of \$130,000 (hold harmless) and the rest of the funds are distributed based on the MPO urbanized area population. The DCHC MPO PL fund allocation for FY 2010-11 is as follows:

Federal (PL funds)	\$	354,044
Local (20% match)	\$	88,511
Total PL Funds	\$	<u>442,555</u>

STP-DA – These funds are the Direct Attributable Allocation portion of the federal Surface Transportation Program (STP) funds provided to Transportation Management Areas (TMAs are MPOs over 200,000 population). By agreement with the DCHC MPO and NCDOT, a portion of these funds are used for MPO transportation planning activities. STP-DA funds earmarked for programming in the FY 2010-2011 UPWP are shown below, including funds de-obligated from FY 2009-10 UPWP and re-obligated or carried over to FY 2010-11:

Federal (STP-DA)	\$	1,484,728
Local (20% match)	\$	371,182
Total	\$	<u>1,855,910</u>

State Planning and Research Funds (SPR Funds) – These are FHWA funds allocated to the Transportation Planning Branch (TPB) of NCDOT. NCDOT determines the allocation of these funds among tasks in the UPWP and is responsible for contributing 20% of non federal matching funds. SPR funds programmed in the 2010-2011 UPWP are as follows:

Federal	\$	57,600
NCDOT-TPB	\$	14,400
Total SPR funds	\$	<u>72,000</u>

FTA Funds -Two types of funds are used for transit planning purposes by the DCHC MPO; Section 5303 (formerly Section 8 Metropolitan Planning) and Section 5307 funds (formerly Section 9) of the Federal Transit Act Amendments of 1991.

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

	CHT	DATA	TTA	MPO Total
Federal	\$ 109,341	\$ 113,803	\$ -	\$ 223,144
State	\$ 13,668	\$ 14,225	\$ -	\$ 27,893
Local	\$ 13,668	\$ 14,225	\$ -	\$ 27,893
Total	\$ 136,677	\$ 142,253	\$ -	\$ 278,930
Sect. 5303				

Section 5307 funds can be used for planning as well as other purposes, and are distributed by the formula by FTA. The DATA, CHT, and TTA 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, and TTA; and 10% State match which is provided by the Public Transportation Division of NCDOT.

	CHT	DATA	TTA	MPO Total
Federal	\$ 88,024	\$ 306,665	\$ 956,000	\$ 1,350,689
State	\$ 11,003	\$ 38,333	\$ 119,500	\$ 168,836
Local	\$ 11,003	\$ 38,333	\$ 119,500	\$ 168,836
Total				
Sect. 5307	\$ 110,030	\$ 383,331	\$ 1,195,000	\$ 1,688,361

DCHC MPO – UPWP Funding Sources Summary Table (FY 2010-2011)

Funding Type	Federal	State	Local	Total
PL (Sect. 104(f))	\$ 354,044	\$ -	\$ 88,511	\$ 442,555
STP-DA	\$ 1,484,728	\$ -	\$ 371,182	\$ 1,855,910
SPR	\$ 57,600	\$ 14,400	\$ -	\$ 72,000
FTA 5303	\$ 223,144	\$ 27,893	\$ 27,893	\$ 278,930
FTA 5307	\$ 1,350,689	\$ 168,836	\$ 168,836	\$ 1,688,361

Special-Major Project Summary

Introduction

The Main emphases of the current (FY 2009-10) Unified Planning Work Program (UPWP) were the development of the 2035 Long Range Transportation Plan and Air Quality Conformity Determination, model, enhancement, calibration and validation of the transportation plan update of the Triangle Regional Model, the development of the MPO GIS Warehouse/Integration and Automation, the development of the Non-motorized Trip Model, the development of the MPO integrated land-use/transportation model, Intelligent Transportation Systems (ITS) Strategic Deployment Plan, Farrington/ Stagecoach Road Corridor Study, MPO Collector Street Plan, Greenhouse Gas Emission Study, development of the regional transit plan, Chapel Hill Transit Master Plan study, and amendment of the 2035 Long Range Transportation Plan (LRTP). The MPO continued to fulfill State and federal transportation mandates and requirements, mainly the 3-C transportation process. The MPO made significant progress in these areas. Major milestones and accomplishments are summarized as follows:

The accomplishments for the 2009-10 UPWP are summarized as follows:

1. **Greenhouse Gas (GHG) Emission Study Implementation:** The MPO continues to work on the implementation of the GHG Emissions study, including the formation of an energy Team and providing start support for the Energy Team. One of the first year implementation focus areas is reducing transportation demand mainly SOV and encouraging alternative transportation modes.
2. **NC 54/I-40 Corridor Study:** The MPO initiated a consultant study for an integrated land use/transportation corridor study for the NC 54 corridor between the I-40 interchange in Durham and the US 15/501 inter-change in Chapel Hill. The purpose of the study is to analyze short-term and long-term land use issues and multi-modal transportation problems, evaluate opportunities and challenges, and recommend short and long-range solutions and strategies along the corridor. A critical component of this study is public outreach and public involvement. In addition to traditional methods for obtaining public input the consultant team conducted focus group meetings and “hands-on” public workshops. The focus groups was used to gather information from specific topic areas ranging from policy, bicycle, pedestrian, transit, neighborhoods, environment, business, development, and commuters. Also the first public workshop was help to collect public input and comments on the alternatives and evaluation measures.
3. **2009-2015 Metropolitan Transportation Improvement Program (MTIP) and air quality conformity analysis:** The MPO finalized the development of the 2009-15 MTIP. The DCHC MPO’s Transportation Advisory Committee (TAC) approved the Fiscal Year 2009-2015 Metropolitan Transportation Improvement Program (MTIP) at their August 2008 meeting.
4. **Administrative Modifications of the 2007-13 MTIP:** The MPO processed several administrative modifications to the 2007-13 MTIP and forwarded to NCDOT to be included in the STIP for BOT approval.

5. Revision and enhancement of the MTIP Project Prioritization and Ranking Methodology for the 2011-2017 MTIP: The Lead Planning Agency continued work on the refinements and revision of the 20011-2017 MTIP project prioritization and ranking methodology. Draft methodology was made available to the public and local MPO agencies for review and comments. The project prioritization and ranking methodology was approved by the TAC in September 2008.
6. Development of the SPOT and the 5-year let plan (TIP fiscal constrained plan) and the 10-year SPOT priorities.
7. Stimulus Program (ARRA) Project Selection, monitoring and Reporting: The Lead Planning Agency worked on project selection, monitoring and reporting of the Economic Recovery Stimulus projects (ARRA). Staff coordinating with NCDOT in project selection consistent with the federal guidelines.
8. Triangle Regional Model (TRM) Update and Enhancement: The MPO continues to participate in the update and enhancement of the TRM at ITRE. The MPO is one of the funding partners of the modeling service bureau and continues to provide .5 FTE to ITRE Model Service Bureau..
9. The MPO continued work on several special and major emphasis projects: MPO Land-use model, MPO Non-Motorized Trip model, MPO GIS-T warehouse & Automation, Farrington Road/Stagecoach Road Corridor Study, MPO Collector Street Plan. Significant progress was made during the 2009-10 fiscal year.
10. Alston Avenue Widening & East-End Connector: The LPA worked on the project planning and NEPA for the Alston Avenue and the East End Connector projects. The LPA continued work in helping NCDOT in the public involvement and outreach for the East-End Connector planning and environmental (NEPA) study.
11. Other Project Development Planning and NEPA: the LPA participated on several NCDOT project planning and NEPA for projects within the MPO. These projects are summarized as follows: South Miami, Blvd widening, Alexander Drive widening project, Hopson Road grade separation, Alston Avenue, East End Connector, Hillandale widening, NC 98 (Holloway Street) widening, Weaver Dairy Road widening/improvement, South Columbia, Elizabeth Brady Rd, several bridge replacement projects, resurfacing projects, etc
12. ITS Strategic Deployment Plan (SDP). Work continues on the update of the Triangle Regional ITS SDP. The MPO is providing the contractual and administrative management of this project.
13. Farrington/Stagecoach Road study has been completed. Public involvement and recommendations are anticipated to be folded into the Comprehensive Transportation Plan (CTP).
14. The MPO Collector Street Plan is nearly complete. Public involvement and adoption will be streamlined with the CTP.

2010-2011 Proposed Work Program (Work Plan)

The development of the 2040 LRTP, update, improvement and refinement of the Triangle Regional Model and the MPO Congestion Management Process (CMP) will continue to be a top priority for the 2010-2011 UPWP. The MPO will continue to work with the Model Service Bureau in addressing TAC model concerns such as parking, the incorporation of non-motorized trips, link level calibration, better route-level transit ridership forecasts, integration of land-use and transportation. Other top priorities include the development of the Comprehensive Transportation Plan, the development of the MPO climate change plan, regional transit initiatives, implementation of SAFETEA-LU requirements. The following summarizes proposed special areas for 2010-11 work program.

FY 2011 (FY 2010 - 2011) Transportation Planning Work Plan and Unified Planning Work Program (UPWP)	
Emphasis Transportation Planning Projects/Products	
1	2040 LRTP
2	CTP
3	Development of the MPO CMP
4	Maintenance and update of ITS-SDP
5	Maintenance and update of the IDAS and Dynasmart
6	MPO Data collection and Surveillance of Change
7	TRM Modeling improvements, calibration and validation
8	LPA Policy document and strategic plan
9	Environmental Justice Plan for the DCHC MPO
10	MPO Safety and Security Plan/Integration
11	Freight Plan and integration of freight (urban Goods Movement planning
12	MPO Climate Change Plan/ integration of climate change and Greenhouse gas emission into MPO Planning
13	Bicycle friendly designation for Durham and Chapel Hill
14	Spatial mapping and analysis of bike and pedestrian access to schools - sidewalks/bike access
15	Rail Traffic separation Study
16	Purpose and Need Statements/Indirect & Cumulative Impacts (ICI)
17	Bicycle map for DCHC-MPO
18	TDM Plan update
19	MPO Policy /Process document
20	MPO expansion, MAB expansion - ground for post 2010 analysis
21	Regional transit planning and local revenue option

Continuation of Special Projects

1	TELUDE - GIS Warehouse/Enterprise & automation
2	NC 54 Corridor Study
3	UrbanSim_Land use Model
4	Non-Motorized trip modeling

On-Going/Core/Routine 3-C Planning Process

1	UPWP development/amendment/maintenance and invoicing
2	TIP development/amendments
3	ARRA-Stimulus projects reporting and audit compliance
4	TAC/TCC Meetings/agenda preparation/directives to staff/follow-ups
5	GIS mappings and geo-database administration/maintenance
6	bicycle -pedestrian planning
7	JARC/New Freedom
8	STP-DA
9	CMAQ
10	Financial management and auditing
11	Public involvement/engagement/outreach
12	MPO website update/maintenance/content management -visualization & interactive capabilities
13	State & Regional Planning and Coordination
14	Civil rights and Title VI compliance and planning
15	CMP monitoring
16	Data inventory monitoring
17	Project planning-NEPA

Unified Planning Work Program (UPWP) Development Process

The development process for the 2010-11 UPWP is presented below. The work program does not contain any new initiative rather continuation of the FY 2009-10 initiatives and emphasis areas. In addition, the schedule provides for opportunity for linking the UPWP development with the local member governments' budget process. Draft 2010-11 UPWP schedule is illustrated in the attached development schedule.

NO.	Date	Descriptions
1	24-Feb-2010	TCC receives the draft 2010-11 UPWP
2	12-Feb-2010	Deadline for submitting transit element of the UPWP to NCDO -PTD
3	10-March-2010	TAC receives draft 2010-2011 UPWP and releases for public comment.
4	24-March-2010	TCC recommends Draft 2010-2011 UPWP for TAC approval
5	February - April 2010	Development of Draft 2010-11 UPWP and coordinating with local agencies continues.
6	February-March 2010	TCC coordinates with member jurisdictions budget process for local matching funds
7	May-2010	TAC adopts 2010-2011 UPWP and self certifies MPO planning process. TAC approves FTA memo on Section 5307 distribution between TTA, DATA and CHT
8	May-2010	NCDOT/FHWA approves 2010-2011 UPWP
9	1-Jul-10	2010-2011 UPWP available July 1

MPO Funds Distribution by Agency

**Durham-Chapel Hill-Carrboro Urban Area
FY 2010-2011 Unified Planning Work Program
Funding Distribution by Agency & Funding Sources**

**MPO Summary
4/13/2010 11:43**

Receiving Agency	SPR Highway		STP-DA Sec. 133(b)(3)(7)		Section 104(f) PL		Section 5303 Highway/Transit			Section 5307 Transit			Section 5309 Transit			Task Funding Summary			
	NCDOT	FHWA	Local	FHWA	Local	FHWA	Local	NCDOT	FTA	Local	NCDOT	FTA	Local	NCDOT	FTA	Local	NCDOT	Federal	Total
	20%	80%	20%	80%	20%	80%	10%	10%	80%	10%	10%	80%	10%	10%	80%				
Durham/DATA			252,432	1,009,728	67,093	268,372	14,225	14,225	113,803	38,333	38,333	306,665	0	0	0	372,084	52,559	1,698,568	2,123,210
Carrboro			0	0	5,676	22,704	0	0	0	0	0	0	0	0	0	5,676	-	22,704	28,380
Chapel Hill/CHT			111,250	445,000	15,742	62,968	13,668	13,668	109,341	11,003	11,003	88,024	0	0	0	151,663	24,671	705,333	881,666
Orange County			0	0	0	0	0	0	0	0	0	0	0	0	0	-	-	-	-
TJCOG			7,500	30,000	0	0	0	0	0	0	0	0	0	0	0	-	7,500	30,000	37,500
TTA			0	0	0	0	0	0	0	119,500	119,500	956,000	0	0	0	119,500	119,500	956,000	1,195,000
NCDOT	14,400	57,600	0	0	0	0	0	0	0	0	0	0	0	0	0	0	14,400	57,600	72,000
Totals	\$14,400	\$57,600	\$371,182	\$1,484,728	\$88,511	\$354,044	\$27,893	\$27,893	\$223,144	\$168,836	\$168,836	\$1,350,689	\$0	\$0	\$0	\$648,922	\$218,629	\$3,470,205	\$4,337,756

**Durham-Chapel Hill-Carrboro Urban Area
FY 2010-2011 Unified Planning Work Program
Detail Funding Source Tables - FHWA/FTA Funds**

	Task Description	SPR Highway		STP-DA 133(b)(3)(7)		Sec. 104(f) PL		Section 5303 Highway/Transit			Section 5307 Transit			Task Funding Summary			
		NCDOT 20%	FHWA 80%	Local 20%	FHWA 80%	Local 20%	FHWA 80%	Local 10%	NCDOT 10%	FTA 80%	Local 10%	NCDOT 10%	FTA 80%	Local	NCDOT	Federal	Total
II A	Surveillance of Change																
	1 Traffic Volume Counts	0	0	4,725	18,900	90	360	0	0	0	0	0	0	4,815	-	19,260	24,075
	2 Vehicle Miles of Travel	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	-	-	-	-
	4 Traffic Accidents	0	0	825	3,300	48	192	0	0	0	0	0	0	873	-	3,492	4,365
	5 Transit System Data	0	0	13,750	55,000	0	0	9,731	9,731	77,851	19,320	19,320	154,557	42,801	29,051	287,408	359,260
	6 Dwelling Unit, Pop. & Emp. Change	0	0	3,750	15,000	3,313	13,250	0	0	0	0	0	0	7,063	-	28,250	35,313
	7 Air Travel	0	0	125	500	325	1,300	0	0	0	0	0	0	450	-	1,800	2,250
	8 Vehicle Occupancy Rates	0	0	0	0	0	0	0	0	0	0	0	0	-	-	-	-
	9 Travel Time Studies	0	0	10,960	43,838	2,385	9,540	625	625	5,000	0	0	0	13,970	625	58,378	72,973
	10 Mapping	0	0	5,000	20,000	5,627	22,506	2,500	2,500	20,000	0	0	0	13,127	2,500	62,506	78,133
	11 Central Area Parking Inventory	0	0	1,250	5,000	0	0	0	0	0	0	0	0	1,250	-	5,000	6,250
	12 Bike & Ped. Facilities Inventory	0	0	1,000	4,000	48	192	0	0	0	0	0	0	1,048	-	4,192	5,240
	13 Bike & Ped. Counts	0	0	4,650	18,600	240	960	0	0	0	0	0	0	4,890	-	19,560	24,450
II B	Long Range Transp. Plan																
	1 Collection of Base Year Data	0	0	9,000	36,000	2,706	10,824	1,250	1,250	10,000	0	0	0	12,956	1,250	56,824	71,030
	2 Collection of Network Data	0	0	1,825	7,300	960	3,840	1,250	1,250	10,000	0	0	0	4,035	1,250	21,140	26,425
	3 Travel Model Updates	2,100	8,400	46,610	186,440	5,000	20,000	0	0	0	16,000	16,000	128,000	67,610	18,100	342,840	428,550
	4 Travel Surveys	0	0	0	0	0	0	1,200	1,200	9,600	0	0	0	1,200	1,200	9,600	12,000
	5 Forecast of Data to Horizon year	0	0	3,550	14,200	3,752	15,006	0	0	0	0	0	0	7,302	-	29,206	36,508
	6 Community Goals & Objectives	0	0	5,250	21,000	2,998	11,992	0	0	0	0	0	0	8,248	-	32,992	41,240
	7 Forecast of Future Travel Patterns	0	0	0	0	250	1,000	625	625	5,000	0	0	0	875	625	6,000	7,500
	8 Capacity Deficiency Analysis	0	0	2,450	9,800	0	0	0	0	0	0	0	0	2,450	-	9,800	12,250
	9 Highway Element of th LRTP	2,300	9,200	250	1,000	0	0	0	0	0	0	0	0	250	2,300	10,200	12,750
	10 Transit Element of the LRTP	1,000	4,000	250	1,000	750	3,000	625	625	5,000	5,311	5,311	42,486	6,936	6,936	55,486	69,358
	11 Bicycle & Ped. Element of the LRTP	1,000	4,000	9,500	38,000	2,500	10,000	0	0	0	0	0	0	12,000	1,000	52,000	65,000
	12 Airport/Air Travel Element of LRTP	0	0	0	0	0	0	0	0	0	0	0	0	-	-	-	-
	13 Collector Street Element of LRTP	200	800	750	3,000	0	0	0	0	0	0	0	0	750	200	3,800	4,750
	14 Rail, Water or other mode of LRTP	0	0	250	1,000	125	500	0	0	0	0	0	0	375	-	1,500	1,875
	15 Freight Movement/Mobility Planning	0	0	3,500	14,000	1,100	4,400	0	0	0	0	0	0	4,600	-	18,400	23,000
	16 Financial Planning	0	0	0	0	750	3,000	4,544	4,544	36,352	0	0	0	5,294	4,544	39,352	49,190
	17 Congestion Management Strategies	200	800	15,500	62,000	3,558	14,230	0	0	0	1,616	1,616	12,928	20,674	1,816	89,958	112,448
	18 Air Qual. Planning/Conformity Anal.	200	800	3,125	12,500	1,675	6,700	0	0	0	0	0	0	4,800	200	20,000	25,000
II C	Short Range Transit Planning																
	1 Short Range Transit Planning	0	0	5,500	22,000	460	1,840	0	0	0	75,000	75,000	600,000	80,960	75,000	623,840	779,800
III-A	Planning Work Program	400	1,600	1,250	5,000	5,268	21,072	161	161	1,288	2,983	2,983	23,866	9,662	3,544	52,826	66,033
III-B	Transp. Improvement Plan	400	1,600	1,250	5,000	8,513	34,050	250	250	2,000	239	239	1,912	10,252	889	44,562	55,703
III-C	Cvi Rgts. Cmp./Otr .Reg. Reqs.																
	1 Title VI	0	0	0	0	0	0	0	0	0	0	0	0	-	-	-	-
	2 Environmental Justice	0	0	1,425	5,700	1,650	6,600	0	0	0	500	500	4,000	3,575	500	16,300	20,375
	3 Minority Business Enterprise	0	0	3,250	13,000	0	0	0	0	0	0	0	0	3,250	-	13,000	16,250
	4 Planning for the Elderly & Disabled	0	0	4,250	17,000	310	1,240	0	0	0	0	0	0	4,560	-	18,240	22,800
	5 Safety/Drug Control Planning	0	0	2,750	11,000	0	0	0	0	0	0	0	0	2,750	-	11,000	13,750
	6 Public Involvement	0	0	7,850	31,400	3,821	15,284	0	0	0	5,271	5,271	42,165	16,942	5,271	88,849	111,061
	7 Private Sector Participation	0	0	1,000	4,000	0	0	0	0	0	0	0	0	1,000	-	4,000	5,000
III-D	Incidental Plng./Project Dev.																
	1 Transportation Enhancement Plng.	100	400	0	0	0	0	0	0	0	0	0	0	-	100	400	500
	2 Enviro. Analysis & Pre-TIP Plng.	1,000	4,000	13,500	54,000	2,090	8,360	0	0	0	0	0	0	15,590	1,000	66,360	82,950
	3 Special Studies	1,000	4,000	96,460	385,840	1,943	7,772	563	563	4,500	13,800	13,800	110,400	112,766	15,363	512,512	640,640
	4 Regional or Statewide Planning	500	2,000	19,375	77,500	867	3,468	625	625	5,000	0	0	0	20,867	1,125	87,968	109,960
II E	Management & Operations																
	1 Management & Operations	4,000	16,000	65,478	261,910	25,392	101,566	3,944	3,944	31,553	28,797	28,797	230,375	123,610	36,741	641,404	801,755
Totals		\$14,400	\$57,600	\$371,182	\$1,484,728	\$88,511	\$354,044	\$27,893	\$27,893	\$223,144	\$168,836	\$168,836	\$1,350,689	\$656,422	\$211,129	\$3,470,205	\$4,337,756

Task Description	Chapel Hill			Carrboro			TJCOG			Durham			MPO		
	Local 20%	FHWA 80%	Total 100%	Local 20%	FHWA 80%	Total 100%	Local 20%	FHWA 80%	Total 100%	Local 20%	FHWA 80%	Total 100%	Local 20%	FHWA 80%	Total 100%
II A Surveillance of Change															
1 Traffic Volume Counts	-	-	-	90	360	450	-	-	-	4,725	18,900	23,625	4,815	19,260	24,075
2 Vehicle Miles of Travel	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3 Street System Changes	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4 Traffic Accidents	-	-	-	48	192	240	-	-	-	825	3,300	4,125	873	3,492	4,365
5 Transit System Data	12,500	50,000	62,500	-	-	-	-	-	-	1,250	5,000	6,250	13,750	55,000	68,750
6 Dwelling Unit, Pop. & Emp. Change	-	-	-	-	-	-	-	-	-	7,063	28,250	35,313	7,063	28,250	35,313
7 Air Travel	-	-	-	-	-	-	-	-	-	450	1,800	2,250	450	1,800	2,250
8 Vehicle Occupancy Rates	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
9 Travel Time Studies	-	-	-	60	240	300	-	-	-	13,285	53,138	66,423	13,345	53,378	66,723
10 Mapping	2,500	10,000	12,500	214	856	1,070	-	-	-	7,913	31,650	39,563	10,627	42,506	53,133
11 Central Area Parking Inventory	-	-	-	-	-	-	-	-	-	1,250	5,000	6,250	1,250	5,000	6,250
12 Bike & Ped. Facilities Inventory	-	-	-	48	192	240	-	-	-	1,000	4,000	5,000	1,048	4,192	5,240
13 Bike & Ped. Counts	-	-	-	240	960	1,200	-	-	-	4,650	18,600	23,250	4,890	19,560	24,450
II B Long Range Transp. Plan															
1 Collection of Base Year Data	2,500	10,000	12,500	206	824	1,030	-	-	-	9,000	36,000	45,000	11,706	46,824	58,530
2 Collection of Network Data	750	3,000	3,750	210	840	1,050	-	-	-	1,825	7,300	9,125	2,785	11,140	13,925
3 Travel Model Updates	-	-	-	-	-	-	-	-	-	51,610	206,440	258,050	51,610	206,440	258,050
4 Travel Surveys	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5 Forecast of Data to Horizon year	2,500	10,000	12,500	74	296	370	-	-	-	4,728	18,910	23,638	7,302	29,206	36,508
6 Community Goals & Objectives	500	2,000	2,500	48	192	240	-	-	-	7,700	30,800	38,500	8,248	32,992	41,240
7 Forecast of Future Travel Patterns	-	-	-	-	-	-	-	-	-	250	1,000	1,250	250	1,000	1,250
8 Capacity Deficiency Analysis	-	-	-	-	-	-	-	-	-	2,450	9,800	12,250	2,450	9,800	12,250
9 Highway Element of th LRTP	-	-	-	-	-	-	-	-	-	250	1,000	1,250	250	1,000	1,250
10 Transit Element of the LRTP	750	3,000	3,750	-	-	-	-	-	-	250	1,000	1,250	1,000	4,000	5,000
11 Bicycle & Ped. Element of the LRTP	-	-	-	-	-	-	-	-	-	12,000	48,000	60,000	12,000	48,000	60,000
12 Airport/Air Travel Element of LRTP	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
13 Collector Street Element of LRTP	-	-	-	-	-	-	-	-	-	750	3,000	3,750	750	3,000	3,750
14 Rail, Water or other mode of LRTP	-	-	-	-	-	-	-	-	-	375	1,500	1,875	375	1,500	1,875
15 Freight Movement/Mobility Planning	-	-	-	-	-	-	-	-	-	4,600	18,400	23,000	4,600	18,400	23,000
16 Financial Planning	-	-	-	-	-	-	-	-	-	750	3,000	3,750	750	3,000	3,750
17 Congestion Management Strategies	625	2,500	3,125	240	960	1,200	-	-	-	18,193	72,770	90,963	19,058	76,230	95,288
18 Air Qual. Planning/Conformity Anal.	-	-	-	-	-	-	3,125	12,500	15,625	1,675	6,700	8,375	4,800	19,200	24,000
II C Short Range Transit Planning															
1 Short Range Transit Planning	5,750	23,000	28,750	210	840	1,050	-	-	-	-	-	-	5,960	23,840	29,800
III-A Planning Work Program	1,500	6,000	7,500	268	1,072	1,340	-	-	-	4,750	19,000	23,750	6,518	26,072	32,590
III-B Transp. Improvement Plan	1,250	5,000	6,250	-	-	-	-	-	-	8,513	34,050	42,563	9,763	39,050	48,813
III-C Cvl Rgts. Cmp/Otr .Reg. Reqs.															
1 Title VI	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2 Environmental Justice	-	-	-	150	600	750	-	-	-	2,925	11,700	14,625	3,075	12,300	15,375
3 Minority Business Enterprise	3,250	13,000	16,250	-	-	-	-	-	-	-	-	-	3,250	13,000	16,250
4 Planning for the Elderly & Disabled	4,250	17,000	21,250	60	240	300	-	-	-	250	1,000	1,250	4,560	18,240	22,800
5 Safety/Drug Control Planning	2,750	11,000	13,750	-	-	-	-	-	-	-	-	-	2,750	11,000	13,750
6 Public Involvement	2,000	8,000	10,000	496	1,984	2,480	-	-	-	9,175	36,700	45,875	11,671	46,684	58,355
7 Private Sector Participation	1,000	4,000	5,000	-	-	-	-	-	-	-	-	-	1,000	4,000	5,000
III-D Incidental Png./Project Dev.															
1 Transportation Enhancement Png.	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2 Enviro. Analysis & Pre-TIP Png.	12,000	48,000	60,000	90	360	450	-	-	-	3,500	14,000	17,500	15,590	62,360	77,950
3 Special Studies	18,000	72,000	90,000	718	2,872	3,590	-	-	-	79,685	318,740	398,425	98,403	393,612	492,015
4 Regional or Statewide Planning	10,617	42,468	53,085	-	-	-	4,375	17,500	21,875	5,250	21,000	26,250	20,242	80,968	101,210
III E Management & Operations															
1 Management & Operations	42,000	168,000	210,000	2,206	8,824	11,030	-	-	-	46,663	186,652	233,315	90,869	363,476	454,345
Totals	126,992	507,968	634,960	5,676	22,704	28,380	7,500	30,000	37,500	319,525	1,278,100	1,597,625	459,693	1,838,772	2,298,465

FHWA Planning Funds
MPO PL & STP-DA Total

Durham-Chapel Hill-Carrboro Urban Area
FY 2010-2011 Unified Planning Work Program
MPO PL & STP-DA Funding Tables

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	Task Description	STP-DA Section 133(b)(3)(7)			PL Section 104(f)			Total FHWA Planning Funds		
		Local	FHWA	Total	Local	FHWA	Total	Local	FHWA	Total
		20%	80%	100%	20%	80%	100%	20%	80%	100%
II A	<u>Surveillance of Change</u>									
	1 Traffic Volume Counts	4,725	18,900	23,625	90	360	450	4,815	19,260	24,075
	2 Vehicle Miles of Travel	0	0	0	0	0	0	0	0	0
	3 Street System Changes	0	0	0	0	0	0	0	0	0
	4 Traffic Accidents	825	3,300	4,125	48	192	240	873	3,492	4,365
	5 Transit System Data	13,750	55,000	68,750	0	0	0	13,750	55,000	68,750
	6 Dwelling Unit, Pop. & Emp. Change	3,750	15,000	18,750	3,313	13,250	16,563	7,063	28,250	35,313
	7 Air Travel	125	500	625	325	1,300	1,625	450	1,800	2,250
	8 Vehicle Occupancy Rates	0	0	0	0	0	0	0	0	0
	9 Travel Time Studies	10,960	43,838	54,798	2,385	9,540	11,925	13,345	53,378	66,723
	10 Mapping	5,000	20,000	25,000	5,627	22,506	28,133	10,627	42,506	53,133
	11 Central Area Parking Inventory	1,250	5,000	6,250	0	0	0	1,250	5,000	6,250
	12 Bike & Ped. Facilities Inventory	1,000	4,000	5,000	48	192	240	1,048	4,192	5,240
	13 Bike & Ped. Counts	4,650	18,600	23,250	240	960	1,200	4,890	19,560	24,450
II B	<u>Long Range Transp. Plan</u>									
	1 Collection of Base Year Data	9,000	36,000	45,000	2,706	10,824	13,530	11,706	46,824	58,530
	2 Collection of Network Data	1,825	7,300	9,125	960	3,840	4,800	2,785	11,140	13,925
	3 Travel Model Updates	46,610	186,440	233,050	5,000	20,000	25,000	51,610	206,440	258,050
	4 Travel Surveys	0	0	0	0	0	0	0	0	0
	5 Forecast of Data to Horizon year	3,550	14,200	17,750	3,752	15,006	18,758	7,302	29,206	36,508
	6 Community Goals & Objectives	5,250	21,000	26,250	2,998	11,992	14,990	8,248	32,992	41,240
	7 Forecast of Future Travel Patterns	0	0	0	250	1,000	1,250	250	1,000	1,250
	8 Capacity Deficiency Analysis	2,450	9,800	12,250	0	0	0	2,450	9,800	12,250
	9 Highway Element of th LRTP	250	1,000	1,250	0	0	0	250	1,000	1,250
	10 Transit Element of the LRTP	250	1,000	1,250	750	3,000	3,750	1,000	4,000	5,000
	11 Bicycle & Ped. Element of the LRTP	9,500	38,000	47,500	2,500	10,000	12,500	12,000	48,000	60,000
	12 Airport/Air Travel Element of LRTP	0	0	0	0	0	0	0	0	0
	13 Collector Street Element of LRTP	750	3,000	3,750	0	0	0	750	3,000	3,750
	14 Rail, Water or other mode of LRTP	250	1,000	1,250	125	500	625	375	1,500	1,875
	15 Freight Movement/Mobility Planning	3,500	14,000	17,500	1,100	4,400	5,500	4,600	18,400	23,000
	16 Financial Planning	0	0	0	750	3,000	3,750	750	3,000	3,750
	17 Congestion Management Strategies	15,500	62,000	77,500	3,558	14,230	17,788	19,058	76,230	95,288
	18 Air Qual. Planning/Conformity Anal.	3,125	12,500	15,625	1,675	6,700	8,375	4,800	19,200	24,000
II C	<u>Short Range Transit Planning</u>									
	1 Short Range Transit Planning	5,500	22,000	27,500	460	1,840	2,300	5,960	23,840	29,800
III-A	<u>Planning Work Program</u>	1,250	5,000	6,250	5,268	21,072	26,340	6,518	26,072	32,590
III-B	<u>Transp. Improvement Plan</u>	1,250	5,000	6,250	8,513	34,050	42,563	9,763	39,050	48,813
III-C	<u>Cvl Rgts. Cmp./Otr .Reg. Reqs.</u>									
	1 Title VI	0	0	0	0	0	0	0	0	0
	2 Environmental Justice	1,425	5,700	7,125	1,650	6,600	8,250	3,075	12,300	15,375
	3 Minority Business Enterprise	3,250	13,000	16,250	0	0	0	3,250	13,000	16,250
	4 Planning for the Elderly & Disabled	4,250	17,000	21,250	310	1,240	1,550	4,560	18,240	22,800
	5 Safety/Drug Control Planning	2,750	11,000	13,750	0	0	0	2,750	11,000	13,750
	6 Public Involvement	7,850	31,400	39,250	3,821	15,284	19,105	11,671	46,684	58,355
	7 Private Sector Participation	1,000	4,000	5,000	0	0	0	1,000	4,000	5,000
III-D	<u>Incidental Plng./Project Dev.</u>									
	1 Transportation Enhancement Plng.	0	0	0	0	0	0	0	0	0
	2 Enviro. Analysis & Pre-TIP Plng.	13,500	54,000	67,500	2,090	8,360	10,450	15,590	62,360	77,950
	3 Special Studies	96,460	385,840	482,300	1,943	7,772	9,715	98,403	393,612	492,015
	4 Regional or Statewide Planning	19,375	77,500	96,875	867	3,468	4,335	20,242	80,968	101,210
III-E	<u>Management & Operations</u>									
	1 Management & Operations	65,478	261,910	327,388	25,392	101,566	126,958	90,869	363,476	454,345
Totals		371,182	1,484,728	1,855,910	88,511	354,044	442,555	459,693	1,838,772	2,298,465

Task Descriptions and Summary Narratives FY 2010-2011 UPWP

Task 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 determine whether previous projections are still valid or whether plan assumptions need to be changed. Surveillance of Change tasks are described in the following sections and agency responsibilities are summarized. Also, expected work products/deliverables and proposed schedule/accomplishment dates are provided as well.

Task II-A-1: Traffic Volume Counts

Automatic traffic counts and turning movement counts at specified locations. Maintain ADT counts and database for model calibration on arterial, minor arterial, and collector streets. The MPO will continue traffic counts data collection at specific locations. 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 obtaining 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).

Task II-A-2: Vehicle Miles of Travel

The MPO will continue to tabulate VMT by functional classification and County. As specified by the Long Range Transportation Plan (LRTP) Goals and Objectives and, Targets, annual VMT growth will be monitored and compared the LRTP Targets. This information will help determine if the Plan targets are being met. VMT will be monitored and compared to the LRTP Targets. This information will help determine if the LRTP targets are being met. In addition, VMT will be used in air quality planning, MPO climate change planning, Greenhouse Gas Plan update, congestion management program monitoring, model validation, Travel Demand Management (TDM) monitoring and performance evaluation, LRTP target measures of effectiveness, etc.

Task II-A-3: Street System Mileage Change

The MPO will update inventory of improvements to municipal street system. Update 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 the previous year and summarize inventory by functional classification. The Town of Chapel Hill, the Town of Carrboro, and the City of Durham will obtain 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 proposed

MPO Data Integration/Automation and Management Systems – MPO GIS enterprise/warehouse. The objective is that, periodically or as changes or additions to the major street system occur, street inventory will be updated and current through proposed data automation and management system.

Task II-A-4: Traffic Accidents

The DCHC MPO will collect traffic accident data and prepare summary and analysis of high accident locations. Compare data analysis to previous years' results. Build off of and support the safety work of the NCDOT and MPO municipal governments. The task will feed into the MPO Congestion Management Systems (CMS) and the Mobility Report Card.

Task II-A-5: Transit System Data

Short range transit planning efforts will be conducted by the MPO transit providers, the Durham Area Transit Authority (DATA), Chapel Hill Transit (CHT), and the Triangle Transit Authority (TTA). This will include a short range transit services plan to evaluate transit service performance, development of cross-town route(s), develop universities/college route(s) and consolidate and develop bus stop 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 reporting requirements

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

Maintain inventory of dwelling units and population to determine needed changes in transportation services to meet current and projected demands. Review developments to assess impacts to the 2035 LRTP, the SE data for the 2035 LRTP update, 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 first phase of GIS Automation/Integration and Management System.

Task II-A-7: Air Travel

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

Task II-A-8: Vehicle Occupancy Rates

No activities proposed, therefore no funds programmed.

Task II-A-9: Travel Time Studies

The MPO will conduct travel-time runs on selected links during peak period to provide accurate inputs for applications such as the travel model update and the CMS.

Task II-A-10: Mapping

This task will include but not limited to mapping of and updates to UPWP transportation planning activities such as the CMS, traffic counts, bicycle and pedestrian counts and inventory, transit routes, land use, traffic analysis zones, socio-economic and demographic trends, and environmental factors. The proposed data and GIS automation/integration will serve as a platform for maintaining and updating of data in GIS format.

Task II-A-11: Central Area Parking Inventory

The MPO will collect, 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.

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

The MPO will conduct inventory of bicycle and pedestrian facilities as part of the CMP. The proposed inventory will to 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.

Task II-A-13: Bicycle and Pedestrian Counts

An inventory of bicycle and pedestrian counts will be conducted as part of the CMS/Mobility Report Card. The proposed inventory will guide pedestrian improvement planning, and to support specific projects, such as the Comprehensive Bicycle Plan and Comprehensive Pedestrian Plan

Task II-B: Long Range Transportation Plan Activities

Federal Law (as updated by SAFETEA_LU) and USDOT's Metropolitan Planning Regulations, require the MPO to have a Long-Range Transportation Plan (LRTP) that is: multi-modal, financially constrained, has a minimum 20 year horizon, adhere 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 Transportation Advisory Committee. The LRTP must be updated and reaffirmed every 4 years. The DCHC will continue tasks associated with the development of the 2040 LRTP air quality and the Comprehensive Transportation Plan as well as commence data collection for the 2010 model base year.

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

The MPO will collect and estimate new socio-economic and demographic data for the 2010 model base year and the 2040 LRTP. Proposed work activities will include inventory, collection and estimation of the following variables for existing conditions, tabulated by traffic analysis zone, is required: (1) population; (2) dwelling units; (3) households; (4) employment by type (number of jobs and establishments) including number of commercial vehicles at business locations; (5) school enrollment; (6) number of university dormitory beds; and (7) median income. 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 will be data verification, reconciliation, and quality and error checks.

Task II-B-2: Collection of Network Data

The MPO will collect transportation network data necessary to build the 2010 base year TRM network. The proposed work activities will include collection 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; and 10) 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

This task essentially involves the update and calibration and validation for the model to support the development of the 2040 LRTP. Update of the Triangle Regional Model (TRM) including improvements, enhancements and major updates. Proposed tasks include model sub-area enhancement, other improvements identified during the development of the 2035 LRTP, such capacities revision, parking enhancement, performance measures automation, peak hour highway and transit demand forecasts, non-motorized trip incorporation, etc. The MPO will continue

work on the development of the Land-use/transportation model integration and the non-motorized trip model. The MPO will carry out other tasks needed to support the Triangle Regional Model updates, including providing the MPO's share of the Service Bureau funding and 50% FTE.

Task II-B-4: Travel Surveys

The MPO will provide its share of funding for the collection travel surveys proposed for the Triangle region. The central purpose of the survey is to collect information on origins and destinations, traveler behavior, transit ridership, commercial vehicle usage, work place commuting, freight movement, etc. which would provide accurate inputs for the travel model update. The MPO will be conducting following travel surveys for the TRM update: (1) travel time/speed survey (2) parking survey; and (3) commercial vehicle (freight)travel time/speed survey; (4).

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

The LPA will project base year demographic and socio-economic data-1 into plan horizon year and air quality intermediate years (LRTP horizon year is 2040 and intermediate years for air quality analyses are 2010, 2011, 2017, 2020 2025, 2030, 2035). Forecasts will be generated for County control totals and traffic analysis zones. Forecasts will be made consistent with local land use plans and in corporation with local Planning departments.

Task II-B-6: Community Goals and Objectives

The MPO will re-evaluate community goals and objectives for the 2040 Long range Transportation Plan (LRTP) and the Comprehensive Transportation Plan (CTP). The process of formulating and re-evaluating goals will begin with visioning exercise. The MPO will conduct public meetings to assess community vision in terms of transportation, land use, growth, quality of life, etc. The expected work products will be adopted goals and objectives, and targets and policy framework for achieving goals.

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

MPO will generate travel demand forecasts for future years including the LRTP horizon and air quality 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 conduct a capacity deficiency analysis as part of the 2040 LRTP and CMP. The analysis will be made to determine existing and existing-plus-committed deficiencies. Volume-to-capacity ration maps will be produced for the 2010 base year, E+C year, and other LRTP and CTP years. 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 LRTP

The MPO will continue with the evaluation of highway elements of the Comprehensive Transportation Plan and the 2035 LRTP. Performance measures will be established for evaluating highway alternatives.

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

The MPO will continue with the evaluation of transit elements of the Comprehensive Transportation Plan and the 2035 LRTP. Transit evaluate 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.

The MPO will continue the work of the Special Transit Advisory Commission related to the development of the regional transit plan. Specifically, the MPO will conduct planning and studies for highway capacity transit and circulator transit and other planning work necessary for the preparation of the FTA Small-Smart 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 LRTP

The MPO will continue with the evaluation of bicycle and pedestrian elements of the Comprehensive Transportation Plan and the 2035 LRTP. 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. The MPO will solicit consulting help in the development of the MPO bicycle and pedestrian educational brochures and pamphlets as well as Durham County bike map.

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

The MPO will continue with the evaluation of Airport/air travel element of the 2035 LRTP, including inter-modal connection and access/ground transportation.

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

The MPO will continuation of the development of an MPO wide Collector Street Plan and circulation study. This is envisioned to 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.

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

No activities proposed, therefore no funds programmed.

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

MPO will 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.

Task II-B-16: Financial Planning

The MPO, on an as-needed basis, will examine financial options for funding proposed transportation projects and programs, including review the financial planning assumptions/projections in the 2030 LRTP and refinement of cost estimates as necessary. The Lead Planning Agency (LPA) will participate in regional efforts geared toward identifying new and alternative funding sources, including new taxing strategies, impact fees, and public-private partnerships.

Task II-B-17: Congestion Management Systems Strategies

The MPO will work to implement and monitor the Congestion Management System (CMS) in accordance with the provisions of 23 U.S.C. and 23 CFR. Specifically, the MPO will continue on the update and monitoring of CMS strategies and State of the Systems Report.

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

The DCHC MPO (the Transportation Advisory Committee) is responsible in making a determination as to whether or not transportation plans, programs, and projects (LRTP and TIP) conform to air quality standards and the intent of the SIP. The LPA will continue to provide technical support to the TAC and TCC 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 NCDENR 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

Administer the FY 2010-2011 UPWP and prepare and process amendments as needed. Evaluate transportation planning work needs and emphasis areas and prepare the FY 2010-2011 UPWP. To prepare and continually maintain a Unified Planning Work Program (UPWP) that describes all transportation and transportation-related planning activities anticipated within the DCHC MPO planning area for the FY 2010-2011. To develop, maintain, and complete the UPWP in conformance with applicable federal, state, and regional guidelines. To prepare UPWP amendments as necessary and requested by member agencies, to reflect any change in programming or focus for the current fiscal year.

Task III-B: Transportation Improvement Program (TIP)

Amend FY 2009-2015 MTIP as needed. Commence work on the development of the 2011 – 2017 TIP Regional Priority List. 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 STP DA funds. 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 Transportation Improvement Program (TIP) for the metropolitan area. Under this activity, the LPA will update and amend the current, seven-year program of transportation improvement projects (MTIP) that is consistent with the 2030 Long-Range Transportation Plan, STIP, the State Implementation Plan (SIP), EPA Air Quality Conformity Regulations and FHWA/FTA Planning Regulations.

Task III-C-1: Title VI

The federal legislation and regulations requires that the MPO comply with all the requirements imposed by Title VI of the Civil Rights Act of 1964 (78 Stat. 252), 49 U.S.C. 2000D TO 2000-D-4; the Regulations of DOT issued thereafter in the Code of Federal Regulations (commonly and herein referred to as CFR) Title 49, Subtitle A, Part 21), and the assurance by the MPO pursuant thereto. Accordingly, the MPO will continue to provide an update of Civil Rights statistics report to determine MPO compliance to civil rights provisions.

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

In accordance with Federal Action (Executive Order 12898), the 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 2000 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 Justices 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/Drug Control Planning

No funds programmed.

Task III-C-6: Public Involvement

The MPO 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. 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.

Task III-C-7: Private Sector Participation

No funds programmed.

Task III-D Incidental Planning/Project Development

No funds programmed.

Task III-D-1: Transportation Enhancement Planning

No funds programmed

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

The LPA 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 LPA will be involved in the East End Connector NEPA process including taking the lead in the public involvement process. The MPO will continue to support and be involved in NCDOT efforts to link 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 NC 54/I40 corridor and sub-area study, ITS deployment plan update and the continuation of the Farrington/Stagecoach Road study, MPO collector street plan, GIS warehouse and automation, MPO parking study, etc.

Task III-D-4: Regional or Statewide Planning

The MPO will continue to coordinate with CAMPO, TTA, NCDOT, DENR, FHWA, FTA, EPA, and other State and regional agencies in regional transportation. This includes participation in the DCHC-CAMPO joint TAC meetings, TTA 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 Comprehensive Transportation Plan.

Task III-E: Management and Operations

This work element encompasses the administration and support of the 3-C 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 STP-DA funds account and other Federal Funds. 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. Proposed tasks include but not limited to:

1. Provide liaisons between DCHC MPO member agencies, transit providers, CAMPO, NCDOT, DENR, TJCOG, and other organizations at the local, regional, state, and federal levels on transportation related matters, issues and actions.
2. Work with the Capital Area Metropolitan Planning Organization (CAMPO) 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.
3. Provide technical assistance to the Transportation Advisory Committee (TAC) and other

member jurisdictions policy bodies.

4. Participate in Joint CAMPO/DCHC TCC and TAC meetings as a means to continually improve the quality and operation of the transportation planning process and decision making in the Triangle Region.
5. Review and comment on federal and state transportation-related plans, programs, regulations and guidelines.
6. Prepare and distribute TAC and TCC meeting agendas Attend TAC, TCC and other meetings associated with MPO planning activities.

Three new positions are filled during FY 2009. These position will help the MPO fulfill federal (SAFETEA-LU) and state transportation requirements.

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DCHC MPO 5-Year Unified Planning Work Program : July 1, 2010 to June 30, 2015

	1	2	3	4	5
FY	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015
Period	2010-11	2011-12	2012-13	2013-14	2014-15
	July 1, 2010-June 30, 2011	July 1, 2011-June 30, 2012	July 1, 2012-June 30, 2013	July 1, 2013-June 30, 2014	July 1, 2014-June 30, 2015
1	Surveillance of Change/ Data monitoring	Surveillance of Change/ Data monitoring	Surveillance of Change/ Data monitoring	Surveillance of Change/ Data monitoring	Surveillance of Change/ Data monitoring
1.1	ADT count and TMC annual and seasonal	ADT count and TMC annual and seasonal	ADT count and TMC annual and seasonal	ADT count and TMC annual and seasonal	ADT count and TMC annual and seasonal
1.2	VMT update and monitoring	VMT update and monitoring	VMT update and monitoring	VMT update and monitoring	VMT update and monitoring
1.3	Street System Changes update	Street System Changes update	Street System Changes update	Street System Changes update	Street System Changes update
1.4	Traffic accidents data	Traffic accidents data	Traffic accidents data	Traffic accidents data	Traffic accidents data
1.5	Transit system data	Transit system data	Transit system data	Transit system data	Transit system data
1.6	Housing, POP, Emp. data	Housing, POP, Emp. data	Housing, POP, Emp. data	Housing, POP, Emp. data	Housing, POP, Emp. data
1.7	Air travel	Air travel	Air travel	Air travel	Air travel
1.8			VOC	VOC	VOC
1.9	Travel Time	Travel Time	Travel Time	Travel Time	Travel Time
1.10	Mapping	Mapping	Mapping	Mapping	Mapping
1.11		Parking inventory	Parking inventory		Parking inventory
1.12	Bike/Pedestrian. Facilities Inv	Bike/Pedestrian. Facilities Inv	Bike/Pedestrian. Facilities Inv	Bike/Pedestrian. Facilities Inv	Bike/Pedestrian. Facilities Inv
1.13	Bike/Pedestrian. Facilities Counts	Bike/Pedestrian. Facilities Counts	Bike/Pedestrian. Facilities Counts	Bike/Pedestrian. Facilities Counts	Bike/Pedestrian. Facilities Counts
2	Unified Planning Work Program (UPWP)	Unified Planning Work Program (UPWP)	Unified Planning Work Program (UPWP)	Unified Planning Work Program (UPWP)	Unified Planning Work Program (UPWP)
2.1	Amend UPWP as necessary	Amend UPWP as necessary	Amend UPWP as necessary	Amend UPWP as necessary	Amend UPWP as necessary
2.2	Process quarterly invoices and reports	Process quarterly invoices and reports	Process quarterly invoices and reports	Process quarterly invoices and reports	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 2011 UPWP	Develop FY 2012 UPWP	Develop FY 2013 UPWP	Develop FY 2014 UPWP	Develop FY 2015 UPWP
2.5	UPWP financial management	UPWP financial management	UPWP financial management	UPWP financial management	UPWP financial management
	Grant monitoring and audit	Grant monitoring and audit	Grant monitoring and	Grant monitoring and audit	Grant monitoring and audit
2.6	Perform annual self- certification & On-Going Process-Development	Perform annual self- certification & On-Going Process-Development	Perform annual self- certification & On-Going Process-Development	Perform annual self- certification & On-Going Process-Development	Perform annual self- certification & On-Going Process-Development

DCHC MPO 5-Year Unified Planning Work Program : July 1, 2010 to June 30, 2015

	1	2	3	4	5
FY	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015
Period	2010-11	2011-12	2012-13	2013-14	2014-15
	July 1, 2010-June 30, 2011	July 1, 2011-June 30, 2012	July 1, 2012-June 30, 2013	July 1, 2013-June 30, 2014	July 1, 2014-June 30, 2015
3	Long-Range Transportation Plan (LRTP)	Long-Range Transportation Plan (LRTP)	Long-Range Transportation Plan (LRTP)	Long-Range Transportation Plan (LRTP)	Long-Range Transportation Plan (LRTP)
3.1	Amendment of the 2035 LRTP for AQ analysis and conformity as necessary	Land-use Scenario analysis	Approval of the 2040 LRTP for AQ analysis and conformity	Amendment of the 2040 LRTP for AQ analysis and conformity as necessary	Goals, Objectives and targets for 2045 LRTP
3.2	CTP components- Highway, transit, bicycle and pedestrian vision plans	Deficiency Analysis	CTP components- Highway, transit, bicycle and pedestrian vision plans	Model Update for LRTP analysis	SE data collection and Forecasts for 2045 LRTP
3.3	Inter-Agency Consultation process	Alternative analysis	AQ analysis and conformity determination process	Inter-Agency Consultation process	Land-use Scenario analysis
3.4	SE data collection and Forecasts for 2040 LRTP	Development of Preferred Option	Inter-Agency Consultation process	CTP update	
3.5	Goals, Objectives and targets for 2040 LRTP		Draft LRTP AQ Conformity Jan 2013 & approval in March 2013	Land-use Scenario analysis	
3.6	Model Update for LRTP analysis				
3.7			LRTP conformity lapses June 15 2013		
3.8					
3.9					
3.10					
4	Travel Demand Model Development and Update	Travel Demand Model Development and Update	Travel Demand Model Development and Update	Travel Demand Model Development and Update	Travel Demand Model Development and Update
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	Model validation refinement. Calibration of 2005 model and validation of 2010 base year.	Collection of 2010 base year survey data, Census, ACS augment, onboard transit, commercial vehicle, etc	Collection of 2013 base year data- traffic counts, transit, etc		
4.3	Collection of 2010 base year survey data, Census, ACS augment, onboard transit, commercial vehicle, etc	2010 Census TAZ Delineation	Collection & development of 2013 networks		
4.4	Update of project prioritization and performance measures methodologies.	Re-specification of the the model TRM V6	Socio-economic and demographic data collection and forecasts		
4.5	Evaluate pros and cons for converting Fortran programs to Transcad GISDK scripts				
4.6	Analysis of b				

DCHC MPO 5-Year Unified Planning Work Program : July 1, 2010 to June 30, 2015

	1	2	3	4	5
FY	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015
Period	2010-11	2011-12	2012-13	2013-14	2014-15
	July 1, 2010-June 30, 2011	July 1, 2011-June 30, 2012	July 1, 2012-June 30, 2013	July 1, 2013-June 30, 2014	July 1, 2014-June 30, 2015
5	Bicycle & Pedestrian	Bicycle & Pedestrian	Bicycle & Pedestrian	Bicycle & Pedestrian	Bicycle & Pedestrian
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		Update of the Comprehensive Pedestrian Plan	Update of the Comprehensive Bicycle Plan. Update of the Regional Bike Plan
5.3					
6	Short-Range Transit Plan	Short-Range Transit Plan	Short-Range Transit Plan	Short-Range Transit Plan	Short-Range Transit Plan
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	Transit Development Plan (TDP) Triangle Transit and CHT	Transit Development Plan (TDP) DATA	Transit Development Plan (TDP) TTA		Transit Development Plan (TDP) CHT & TTA
7	Congestion Management Process (CMS/CMP)	Congestion Management Process (CMS/CMP)	Congestion Management Process (CMS/CMP)	Congestion Management Process (CMS/CMP)	Congestion Management Process (CMS/CMP)
7.1					
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	Data collection & analysis for MPO CMS Update	Establishment of Area of application & reevaluation of definition of congestion		Establishment of Area of application & reevaluation of definition of congestion	
7.4	Update of CMP work plan	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	

DCHC MPO 5-Year Unified Planning Work Program : July 1, 2010 to June 30, 2015

	1	2	3	4	5
FY	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015
Period	2010-11	2011-12	2012-13	2013-14	2014-15
	July 1, 2010-June 30, 2011	July 1, 2011-June 30, 2012	July 1, 2012-June 30, 2013	July 1, 2013-June 30, 2014	July 1, 2014-June 30, 2015
7	Congestion Management Process (CMS/CMP)	Congestion Management Process (CMS/CMP)	Congestion Management Process (CMS/CMP)	Congestion Management Process (CMS/CMP)	Congestion Management Process (CMS/CMP)
7.7		Develop Performance monitoring Plan		Develop Performance monitoring Plan	
7.8		Identification and evaluation of strategies.		Identification and evaluation of strategies.	
7.9		Action plan for monitoring effectiveness of		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	
8	TIP	TIP	TIP	TIP	TIP
	Reconcile 2009-15 MTIP and STIP			Develop final draft 2013-2019 MTIP. TIP conformity determination	
	Federal Approval of conforming 2009-15 MTIP, Oct 1 2008	Reconcile 2011-17 MTIP and STIP		TAC Approves 2013-2019 MTIP	
	Development 2011-2017 MTIP . Public input and comment process.		Development 2013-2019 MTIP . Public input and comment process.		Development 2015-2021 MTIP . Public input and comment process.
	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

DCHC MPO 5-Year Unified Planning Work Program : July 1, 2010 to June 30, 2015

	1	2	3	4	5
FY	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015
Period	2010-11	2011-12	2012-13	2013-14	2014-15
	July 1, 2010-June 30, 2011	July 1, 2011-June 30, 2012	July 1, 2012-June 30, 2013	July 1, 2013-June 30, 2014	July 1, 2014-June 30, 2015
9	Title VI/Civil Rights/EJ	Title VI/Civil Rights/EJ	Title VI/Civil Rights/EJ	Title VI/Civil Rights/EJ	Title VI/Civil Rights/EJ
		Update EJ Plan and LEP program, and evaluate effectiveness of program and		Update EJ Plan and LEP program, and evaluate effectiveness of program 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
10	Public Involvement Participation Plan (PIP/PPP)	Public Involvement Participation Plan (PIP/PPP)	Public Involvement Participation Plan (PIP/PPP)	Public Involvement Participation Plan (PIP/PPP)	Public Involvement Participation Plan (PIP/PPP)
	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
	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
11	Project Development & Incidental Planning	Project Development & Incidental Planning	Project Development & Incidental Planning	Project Development & Incidental Planning	Project Development & Incidental Planning
	Participation in project development, environmental analysis, NEAP process	Participation in project development, environmental analysis, NEAP process	Participation in project development, environmental analysis, NEAP process	Participation in project development, environmental analysis, NEAP process	Participation in project development, environmental analysis, NEAP process
	Northern Durham Parkway/US 70 NEAP study	Northern Durham Parkway/US 70 NEAP study	Northern Durham Parkway/US 70 NEAP study		
12	Land-use & Transportation integration	Land-use & Transportation integration	Land-use & Transportation integration	Land-use & Transportation integration	Land-use & Transportation integration
	MPO integrated land use model & integration with TRM				
	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

DCHC MPO 5-Year Unified Planning Work Program : July 1, 2010 to June 30, 2015

	1	2	3	4	5
FY	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015
Period	2010-11	2011-12	2012-13	2013-14	2014-15
	July 1, 2010-June 30, 2011	July 1, 2011-June 30, 2012	July 1, 2012-June 30, 2013	July 1, 2013-June 30, 2014	July 1, 2014-June 30, 2015
13	Intelligent Transportation System Planning	Intelligent Transportation System Planning	Intelligent Transportation System Planning	Intelligent Transportation System Planning	Intelligent Transportation System Planning
	Update of the ITS deployment Plan & Regional Architecture				
	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
14	Safety Planning	Safety Planning	Safety Planning	Safety Planning	Safety Planning
	Develop MPO safety planning initiatives	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.
	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	Freight Planning	Freight Planning	Freight Planning	Freight Planning	Freight Planning
	Develop MPO freight plan and truck circulation map				
	on-going freight planning and coordination	on-going freight planning and coordination	on-going freight planning and coordination	on-going freight planning and coordination	on-going freight planning and coordination
	Outreach with freight and logistic companies	Outreach with freight and logistic companies	Outreach with freight and logistic companies	Outreach with freight and logistic companies	Outreach with freight and logistic companies
		Continuous update of truck circulation maps	Continuous update of truck circulation maps	Continuous update of truck circulation maps	Continuous update of truck circulation maps
16	Transportation System Preservation	Transportation System Preservation	Transportation System Preservation	Transportation System Preservation	Transportation System Preservation
	Transportation System Preservation planning and operation	Transportation System Preservation planning and operation	Transportation System Preservation planning and operation	Transportation System Preservation planning and operation	Transportation System Preservation planning and operation
17	GIS Development	GIS Development	GIS Development	GIS Development	GIS Development
	<i>Maintain Databases</i>	<i>Maintain Databases</i>	<i>Maintain Databases</i>	<i>Maintain Databases</i>	<i>Maintain Databases</i>
	Maintain Databases; upgrade hardware and software as necessary	Maintain Databases	Maintain Databases	Acquire and Maintain Data; maintain hardware and software	Acquire and Maintain Data; maintain hardware and software
	Maintenance of MPO GIS and data layers	Maintenance of MPO GIS and data layers	Maintenance of MPO GIS and data layers	Maintenance of MPO GIS and data layers	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
	Develop "Green Print" maps	<i>Update green print maps</i>	<i>Update green print maps</i>	<i>Update green print maps</i>	<i>Update green print maps</i>
18	Management and Operations	Management and Operations	Management and Operations	Management and Operations	Management and Operations
	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	TAC directives	TAC directives	TAC directives	TAC directives

DCHC MPO 5-Year Unified Planning Work Program : July 1, 2010 to June 30, 2015

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	July 1, 2010-June 30, 2011	July 1, 2011-June 30, 2012	July 1, 2012-June 30, 2013	July 1, 2013-June 30, 2014	July 1, 2014-June 30, 2015
19	Special Studies/State & Regional Planning	Special Studies/State & Regional Planning	Special Studies/State & Regional Planning	Special Studies/State & Regional Planning	Special Studies/State & Regional Planning
	As Needed	As Needed	As Needed	As Needed	As Needed
	NC54/140/US 15-501 Sub-area study				

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Appendices

Agency Project Descriptions And Funding Source Tables

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**Durham-Chapel Hill-Carrboro Urban Area
FY 2010-2011 Unified Planning Work Program
Proposed Funding Source Tables**

	Task Description	STP-DA		Sec. 104(f)		Section 5303			Section 5307			Task Funding Summary					
		133(b)(3)(7)		PL		Highway/Transit			Transit			Local	NCDOT	Federal	Total		
		Local 20%	FHWA 80%	Local 20%	FHWA 80%	Local 10%	NCDOT 10%	FTA 80%	Local 10%	NCDOT 10%	FTA 80%						
II A	Surveillance of Change																
	1 Traffic Volume Counts	4,725	18,900	0	0	0	0	0	0	0	0	4,725	-	-	18,900	-	23,625
	2 Vehicle Miles of Travel	0	0	0	0	0	0	0	0	0	0	-	-	-	-	-	-
	3 Street System Changes	0	0	0	0	0	0	0	0	0	0	-	-	-	-	-	-
	4 Traffic Accidents	825	3,300	0	0	0	0	0	0	0	825	-	-	3,300	-	4,125	-
	5 Transit System Data	1,250	5,000	0	0	8,481	8,481	67,851	1,120	1,120	8,957	10,851	9,601	81,808	102,260	-	-
	6 Dwelling Unit, Pop. & Emp. Change	3,750	15,000	3,313	13,250	0	0	0	0	0	7,063	-	-	28,250	35,313	-	-
	7 Air Travel	125	500	325	1,300	0	0	0	0	0	450	-	-	1,800	2,250	-	-
	8 Vehicle Occupancy Rates	0	0	0	0	0	0	0	0	0	-	-	-	-	-	-	-
	9 Travel Time Studies	10,960	43,838	2,325	9,300	0	0	0	0	0	13,285	-	-	53,138	66,423	-	-
	10 Mapping	5,000	20,000	2,913	11,650	0	0	0	0	0	7,913	-	-	31,650	39,563	-	-
	11 Central Area Parking Inventory	1,250	5,000	0	0	0	0	0	0	0	1,250	-	-	5,000	6,250	-	-
	12 Bike & Ped. Facilities Inventory	1,000	4,000	0	0	0	0	0	0	0	1,000	-	-	4,000	5,000	-	-
	13 Bike & Ped. Counts	4,650	18,600	0	0	0	0	0	0	0	4,650	-	-	18,600	23,250	-	-
II B	Long Range Transp. Plan																
	1 Collection of Base Year Data	9,000	36,000	0	0	0	0	0	0	0	9,000	-	-	36,000	45,000	-	-
	2 Collection of Network Data	1,825	7,300	0	0	0	0	0	0	0	1,825	-	-	7,300	9,125	-	-
	3 Travel Model Updates	46,610	186,440	5,000	20,000	0	0	0	0	0	51,610	-	-	206,440	258,050	-	-
	4 Travel Surveys	0	0	0	0	1,200	1,200	9,600	811	811	6,486	2,011	2,011	16,086	20,108	-	-
	5 Forecast of Data to Horizon year	3,550	14,200	1,178	4,710	0	0	0	0	0	4,728	-	-	18,910	23,638	-	-
	6 Community Goals & Objectives	5,250	21,000	2,450	9,800	0	0	0	0	0	7,700	-	-	30,800	38,500	-	-
	7 Forecast of Future Travel Patterns	0	0	250	1,000	0	0	0	0	0	250	-	-	1,000	1,250	-	-
	8 Capacity Deficiency Analysis	2,450	9,800	0	0	0	0	0	0	0	2,450	-	-	9,800	12,250	-	-
	9 Highway Element of th L RTP	250	1,000	0	0	0	0	0	0	0	250	-	-	1,000	1,250	-	-
	10 Transit Element of the L RTP	250	1,000	0	0	0	0	0	0	0	250	-	-	1,000	1,250	-	-
	11 Bicycle & Ped. Element of the L RTP	9,500	38,000	2,500	10,000	0	0	0	0	0	12,000	-	-	48,000	60,000	-	-
	12 Airport/Air Travel Element of L RTP	0	0	0	0	0	0	0	0	0	-	-	-	-	-	-	-
	13 Collector Street Element of L RTP	750	3,000	0	0	0	0	0	0	0	750	-	-	3,000	3,750	-	-
	14 Rail, Water or other mode of L RTP	250	1,000	125	500	0	0	0	0	0	375	-	-	1,500	1,875	-	-
	15 Freight Movement/Mobility Planning	3,500	14,000	1,100	4,400	0	0	0	0	0	4,600	-	-	18,400	23,000	-	-
	16 Financial Planning	0	0	750	3,000	4,544	4,544	36,352	0	0	5,294	4,544	39,352	49,190	-	-	-
	17 Congestion Management Strategies	15,500	62,000	2,693	10,770	0	0	0	1,616	1,616	12,928	19,809	1,616	85,698	107,123	-	-
	18 Air Qual. Planning/Conformity Anal.	0	0	1,675	6,700	0	0	0	0	0	1,675	-	-	6,700	8,375	-	-
II C	Short Range Transit Planning																
	1 Short Range Transit Planning	0	0	0	0	0	0	0	0	0	-	-	-	-	-	-	-
III-A	Planning Work Program	0	0	4,750	19,000	0	0	0	2,983	2,983	23,866	7,733	2,983	42,866	53,583	-	-
III-B	Transp. Improvement Plan	0	0	8,513	34,050	0	0	0	239	239	1,912	8,752	239	35,962	44,953	-	-
III-C	Civil Rgts. Cmp./Otr. Reg. Reqs.																
	1 Title VI	0	0	0	0	0	0	0	0	0	-	-	-	-	-	-	-
	2 Environmental Justice	1,425	5,700	1,500	6,000	0	0	0	500	500	4,000	3,425	500	15,700	19,625	-	-
	3 Minority Business Enterprise	0	0	0	0	0	0	0	0	0	-	-	-	-	-	-	-
	4 Planning for the Elderly & Disabled	0	0	250	1,000	0	0	0	0	0	250	-	-	1,000	1,250	-	-
	5 Safety/Drug Control Planning	0	0	0	0	0	0	0	0	0	-	-	-	-	-	-	-
	6 Public Involvement	5,850	23,400	3,325	13,300	0	0	0	5,271	5,271	42,165	14,446	5,271	78,865	98,581	-	-
	7 Private Sector Participation	0	0	0	0	0	0	0	0	0	-	-	-	-	-	-	-
III-D	Incidental Plng./Project Dev.																
	1 Transportation Enhancement Plng.	0	0	0	0	0	0	0	0	0	-	-	-	-	-	-	-
	2 Enviro. Analysis & Pre-TIP Plng.	1,500	6,000	2,000	8,000	0	0	0	0	0	3,500	-	-	14,000	17,500	-	-
	3 Special Studies	78,460	313,840	1,225	4,900	0	0	0	0	0	79,685	-	-	318,740	398,425	-	-
	4 Regional or Statewide Planning	5,000	20,000	250	1,000	0	0	0	0	0	5,250	-	-	21,000	26,250	-	-
III-E	Management & Operations																
	1 Management & Operations	27,978	111,910	18,686	74,742	0	0	0	25,794	25,794	206,351	72,457	25,794	393,003	491,254	-	-
Totals		\$252,432	\$1,009,728	\$67,093	\$268,372	\$14,225	\$14,225	\$113,803	\$38,333	\$38,333	\$306,665	\$372,084	\$52,559	\$1,698,568	\$2,123,210		

**CITY OF DURHAM/LPA
TASK DESCRIPTIONS & NARRATIVES
FY 2010-2011 UPWP**

Task 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 determine whether previous projections are still valid or whether plan assumptions need to be changed. Surveillance of Change tasks are described in the following sections and agency responsibilities are summarized. Also, expected work products/deliverables and proposed schedule/accomplishment dates are provided as well.

Task II-A-1: Traffic Volume Counts

The MPO will continue traffic counts data collection at specific locations. 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 obtaining 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).

Traffic counts are vital and important in various studies, projects and model validation. NCDOT count program is insufficient and inadequate in meeting demands for counts. Thus the MPO count program which will augment NCDOT counts with the MPO ADT, TMC, classification and seasonal counts will provide timely data for various on-going and special emphasis projects and studies. The LPA plans to take approximately 120 traffic counts and 350 turning movement counts at locations that will be representative of the street system as a whole. The traffic volume counts will be at 15-minute intervals, bi-directional, and collected for a minimum of 48 hours so they can be used to determine peak hour spreading.

Objectives:

1. Maintain update and recent traffic counts within the MPO,
2. Have consistent traffic count for various MPO analyses, development reviews, studies and projects,
3. Maintain accurate count for monitoring traffic congestion and evaluating mitigation;
4. Maintain data to evaluate impact of season traffic around universities and other major generators;
5. Collect data for model validation
6. Collect count data for freight
7. Collect count to fed into MPO count program
8. To collect traffic counts and turning movements throughout the planning area; and,
9. To monitor traffic growth and provide continuous updates.

**CITY OF DURHAM/LPA
TASK DESCRIPTIONS & NARRATIVES
FY 2010-2011 UPWP**

Previous Work:

1. 2009 traffic counts collected as part of the Surveillance of Change and studies (traffic, corridor, project planning, etc);
2. Turning movement counts 2009;
3. Screenline counts for the 2005 TRM update;
4. ADT counts, 2008-2009;
5. NCDOT triennial counts and ADT maps;
6. Updated the DCHC traffic count library by supplementing the NCDOT count locations in the region and performing traffic counts for communities on a limited request basis;
7. Update and maintain the DCHC traffic count database; and
8. Continue to expand the DCHC traffic count database to include the hourly breakdown of traffic counts.

Proposed Activities:

1. Collect 48-hour traffic count for surveillance of change;
2. Collect turning movement counts;
3. Develop the DCHC traffic count library by supplementing the NCDOT count locations within the metropolitan area;
4. Develop MPO Count database/GIS and mapping; and,
5. Conduct four monthly traffic counts to collect seasonal traffic information which will assist in the development of adjustment factors and growth rates.

Products/Deliverables:

1. 2010-2011 ADT count, Turning Movement Counts (TMC) and classification counts
2. Summary reports of daily traffic count information for the MPO;
3. Compilation of peak period turning movement counts; and,
4. Seasonal adjustment factors and growth rates specific to the DCHC region.

Completion Date:

On-going/June 2011. Traffic counts for CMS will be conducted during fall of 2005 and spring of 2006. Seasonal counts will be conducted during the 1st, 2nd, 3rd, and 4th quarters

Proposed Budget and Level of Effort (Staff and/or Consulting):

Tasks will largely be undertaken with interns and temporary staffing. MPO staff will oversee project, provide project management and review work products. Traffic counts will be conducted when schools are in session. Anticipated completion date is June 2011.

Funding Commitments from Other Entities:

None. The cost of bi-annual ADT counts within the MPO is borne by NCDOT. University of North Carolina (UNC) will provide traffic counts within the university.

**CITY OF DURHAM/LPA
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FY 2010-2011 UPWP**

Task II-A-2: Vehicle Miles of Travel

The MPO will continue to tabulate VMT by functional classification and by county. As specified by the Long Range Transportation Plan (LRTP) Goals and Objectives, annual VMT growth will be established as a performance measure. The LPA will collect and summarized VMT data from the NCDOT universal file and HPMS. VMT will be monitored and compared to the LRTP Targets. This information will help determine if the LRTP targets are being met. In addition, VMT will be used in air quality planning. MPO climate change planning, Greenhouse Gas Plan update, congestion management program monitoring, model validation, Travel Demand Management (TDM) monitoring and performance evaluation, LRTP target measures of effectiveness, etc.

Objectives:

1. Monitor the growth of VMT in the metropolitan planning area;
2. To monitor traffic growth and provide continuous updates;
3. Evaluate trends of VMT; and
4. Perform analyses for TRM, special studies and LRTP

Previous Work:

1. VMT data monitoring in 2008
2. VMT analysis for the 2030 and 2035 LRTP and air quality analysis; and
3. VMT analyses for special studies.

Proposed Activities:

1. Collect VMT from NCDOT.
2. VMT analysis from the TRM
3. Summarize and tabulate VMT by county, area type and functional classification.
4. Develop historic trends of VMT in the DCHC metropolitan planning area
5. Prepare comparative analysis of VMT with model VMT results
6. Perform adjustments as necessary.

Products/Deliverables:

1. Summary reports of VMT information for the MPO Surveillance of Change Report.
2. VMT per capita
3. Evaluation VMT targets for the 2035 LRTP
4. VMT performance measures for the 2040 LRTP Goals, Objectives and Targets

Relationship to Other Plans and MPO Activities:

VMT data will be used in various stages of the CTP and the 20405 LRTP update. VMT data analyses and tabulation will be performed as part of the MPO Congestion Management Process (CMP). Also, VMT analysis is an essential validation data for the model update. This data will be used in air quality analysis and the MPO climate change Greenhouse Gas Emissions planning.

**CITY OF DURHAM/LPA
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FY 2010-2011 UPWP**

Completion Date:

June 2011

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

Tasks will largely be undertaken by LPA staff with the temporary staffing help.

Funding Commitments from Other Entities:

None.

Task II-A-4: Traffic Accidents

The DCHC MPO will collect traffic accident data and prepare summary and analysis of high accident locations. Traffic accident data will be generated from NCDOT Traffic Engineering Accident Analysis System (TEAAS). Accidents information to be collected from TEAAS include but not limited to: number of accidents, accidents per capita, accident for ADT range, accidents and historic accidents, accidents at intersections, segments, citywide, countywide, etc. Data will be compared to previous years' results. This task will build from and support the safety work of the NCDOT and MPO municipal governments. The task will feed into the MPO Congestion Management Systems (CMS), Safety Plan development, safety and security planning and the Mobility Report Card.

Objectives:

1. To improve safety criterion measure, analysis and evaluation for MTIP prioritization, SPOT and LRTP alternatives.
2. To monitor accident trends.
3. Reduce accidents and exposure to accidents
4. To improve the safety of the transportation system; and,
5. To integrate accident analysis into MPO planning activities.

Previous Work:

1. 2007 accident data.
2. Accident data for the NC 54/I40 Corridor Study
3. Accident data analysis for the Metropolitan Transportation Improvement Program (MTIP)
4. Accident data for CMS and Mobility Report Card.

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Proposed Activities:

1. Collect traffic accident data from NCDOT's Traffic Engineering Accident;
2. Summarize accident data from Analysis System (TEAAS) program and municipal governments;
3. Prepare a summary and analysis of high accident locations;
4. Compare traffic accident data to previous years; and,
5. Integrate traffic accident analyses into other MPO planning activities.

Products/Deliverables:

1. Historic accidents tables and graphs
2. Summary reports of high accident locations; and,
3. Customized data and analysis information for other MPO planning activities.
4. Surveillance of Change report

Relationship to Other Plans and MPO Activities:

Traffic accident data will be used in the analysis for the Congestion Management System (CMS), Mobility Report Card, Regional Priority List ranking analysis and project level analyses. Accident information will be used in the MPO safety planning and congestion management process mitigation and monitoring.

Completion Date:

June 2010.

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

Tasks will be undertaken by LPA and municipal staff.

Funding Commitments from Other Entities:

NCDOT maintains the TEAAS program that will be used in this task.

**CITY OF DURHAM/LPA
TASK DESCRIPTIONS & NARRATIVES
FY 2010-2011 UPWP**

Task II-A-5: Transit System Data

Short range transit planning efforts will be conducted by the MPO transit providers, the Durham Area Transit Authority (DATA), Chapel Hill Transit (CHT), and the Triangle Transit Authority (TTA). This will include a short range transit services plan to evaluate transit service performance, development of cross-town route(s), developing universities/college route(s) and consolidate and develop bus stop 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 reporting requirements.

Objectives:

1. Maintain transit system data for MPO transit planning
2. Maintain update information for model update/validate, evaluation of JARC/New Freedom programs, MTIP project prioritization, etc
3. To evaluate and monitor transit services; and,
4. To fulfill FTA reporting requirements, (NTD or Section 15).

Previous Work:

1. The three transit systems continuously compile data and evaluate system performance.
2. 2009 Section 15 transit data.
3. Boarding and alighting counts
4. 2007 Transit system data for CMS and Mobility Report Card
5. Transit systems data for modeling enhancement and validation

Proposed Activities:

1. Create a short range transit services plan;
2. Develop new routes to serve cross-town and university travel demand;
3. Consolidate and develop bus stop standards;
4. Create reports on system performance by route; and,
5. Prepare reports to fulfill FTA requirements.
6. Maintain transit database and GIS information
7. Collect transit performance indicators.

Products/Deliverables:

1. Summary reports of transit system performance; and,
2. Reports to fulfill FTA requirements
3. MPO transit GIS layer
4. Surveillance of Change report

Relationship to Other Plans and MPO Activities:

Transit system data will be used to influence route changes and service expansions. Transit system data will also be used in the development of the Long Range Transportation Plan, Regional transit vision plan, and transit master plan.

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Completion Date:

Transit system data will be compiled continuously. Reports for specific projects and initiatives will be created on an as-needed basis. Reports for the FTA will be completed to fulfill requirements and meet deadlines throughout the year.

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

Tasks will largely be undertaken by the MPO transit operators; Chapel Hill Transit (CHT), the Durham Area Transit Authority (DATA) and the Triangle Transit Authority (TTA). The LPA will tabulate and summarize data as well as maintain database information.

Funding Commitments from Other Entities:

This task is funded largely from transit Section 5303 and Section 5307 and partly from the STP-DA. Local matching funds are provided by the City of Durham, Town of Chapel Hill, Triangle Transit and the North Carolina Department of Transportation, Public Transportation Division (NCDOT-PTD)

Task II-A-6: Dwelling Unit, Population, and Employment Change

LPA and municipal planning staff will maintain an inventory of dwelling units, population, and employment to determine needed changes in transportation services to meet current and projected demands. Staff will review new developments to assess impacts to the 2035 LRTP, the 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 building permit data, Census data (including American Community Survey and CTPP), local parcel, zoning, tax data records, and InfoUSA, Duns & Bradstreet and Employment Security Commission data as part of this monitoring task. The MPO will continue the first phase of the MPO Data Automation/Integration and Management System - GIS enterprise/warehouse development.

Objectives:

1. Check consistency between development proposal and socio-economic/ Demographic forecasts.
2. Maintain up-to-date socio-economic and demographic spatial data
3. Monitor development reviews and proposal consistent with the TAC directives and resolution.
4. To monitor changes in dwelling units, population, and employment change; and,
5. To provide current data for MPO planning activities.

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Previous Work:

Previous work includes but not limited to dwelling unit, population, development data and employment data gathering and monitoring. These pieces of data are integral to many planning and modeling activities.

Proposed Activities:

1. Review new developments and certificates of occupancy for dwelling unit, population, and employment changes;
2. Obtain data from the Census, InfoUSA, ESC, and local governments;
3. Compare changes to the socio-economic forecast; and,
4. Develop the Data Automation/Integration and Management System to streamline this task.

Products/Deliverables:

1. Summary reports of socio-economic data;
2. Updated socio-economic data for use in the Triangle Regional Model and other MPO planning activities; and,
3. Data Automation/Integration and Management System.

Relationship to Other Plans and MPO Activities:

Dwelling unit, population, and employment change data will be used in the Triangle Regional Model. The Triangle Regional Model is used in many MPO planning activities including the Long Range Transportation Plan, the Congestion Management System and Mobility Report Card.

Completion Date:

Dwelling unit, population, and employment data will be compiled on a continual basis.

Proposed Level of Effort (Staff or Consulting):

Tasks will be undertaken by LPA and municipal staff.

Funding Commitments from Other Entities:

None.

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Task II-A-7: Air Travel

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

Task II-A-8: Vehicle Occupancy Rates

No activities proposed, therefore no funds programmed.

Task II-A-9: Travel Time Studies

The MPO will conduct travel-time runs on selected links during peak period to provide accurate inputs for applications such as the travel model update and the Congestion Management Process (CMP).

Task II-A-10: Mapping

This task will include but not limited to mapping of and 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, and environmental factors. The proposed data and GIS Automation/Integration will serve as a platform for maintaining and updating of data in GIS format.

Objectives:

1. To provide maps for use in various MPO planning activities; and,
2. To maintain updated geospatial information for transportation analyses.

Previous Work:

The LPA has prepared mapping for various MPO activities such as the 2035 LRTP, MTIP Regional Priority project Lists, 2009-15 MTIP, functional classification based on the 2000 Census, MPO urbanized area maps, MAB, etc.

Proposed Activities:

1. Collect updated geospatial information from local governments;
2. Integrate local government geospatial information into region-wide geospatial information;
3. Create files and maps containing MPO transportation information; and,
4. Develop the Data Automation/Integration and Management System to streamline this task.

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Products/Deliverables:

1. Maps for various MPO planning activities;
2. Region-wide GIS files; and,
3. Data Automation/Integration and Management System.

Relationship to Other Plans and MPO Activities:

GIS data will be used in many MPO activities such as the Triangle Regional Model, Long Range Transportation Plan, the Congestion Management System, and Mobility Report Card, Functional classification update, TIP Regional Priority List, MTIP development, NCDOT SPOT, MPO climate change/Greenhouse Gas emission planning, and other MPO transportation planning activities.

Completion Date:

GIS data will be compiled on a continual basis. Mapping will be completed as needed for various projects.

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

Tasks will be undertaken by LPA and municipal staff.

Funding Commitments from Other Entities:

None.

Task II-A-11: Central Area Parking Inventory

The MPO will inventory of on- and off-street parking facilities in the Central Business Districts (CBD) and universities as part of the Congestion Management System and Mobility Report Card. Parking data to be collected include, number of spaces, parking fee rates (hourly daily, and monthly), average weekday costs and demand/occupancy. Parking information collected will help in the calibration and maintenance of the travel model.

Objectives:

1. To provide parking information for use in the Triangle Regional Model, Congestion Management Process.
2. Improvement ridership forecasting
3. Parking cost model to improve model mode choice model
4. Provide linkage between CBD parking and Travel Demand Management (TDM)

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Previous Work:

2009 parking data collection at Durham and Chapel Hill Central Business Districts and MPO universities.

Proposed Activities:

1. Inventory on- and off-street parking facilities in the Central Business Districts and at universities; and,
2. Integrate and customize parking data for use in MPO planning activities and the Triangle Regional Model.

Products/Deliverables:

1. Database of parking facilities;
2. Region-wide GIS files containing parking data; and,
3. Reports on parking facilities for use in MPO planning activities.

Relationship to Other Plans and MPO Activities:

Parking data will be used in the Triangle Regional Model, the Congestion Management Process and Mobility Report Card.

Completion Date:

This is will be a continual effort as part of data surveillance of change, model improvements and validations and also as part of the required MPO CMP monitoring..

Proposed Budget and Level of Effort (Staff and/or Consulting):

Tasks will be undertaken by LPA and municipal staff.

Funding Commitments from Other Entities:

City of Durham and Durham County.

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Task II-A-12: Bicycle and Pedestrian Facilities Inventory

The MPO will conduct inventories of bicycle and pedestrian facilities as part of various regional planning activities. The proposed inventory will provide accurate inputs for the travel model update as well as help identify future bicycle and sidewalk project needs, guide bicycle and pedestrian improvement planning, and support specific bike and sidewalks projects. In addition, this work will help Lead Planning Agency staff when processing materials for state/federal grant applications and identifying facility improvement requests.

Objectives:

1. To collect information on existing and proposed bicycle and pedestrian facilities throughout the MPO area;
2. To monitor traffic growth and provide continuous updates on potential bicycle and pedestrian facilities;
3. To monitor NCDOT, MPO and local project work for opportunities for improvements to bicycle and pedestrian facilities, e.g. spot improvements, street resurfacings, etc.; and,
4. To ensure that bicycle and pedestrian facility implementation occurs in compliance with local, state and federal guidelines.

Previous Work:

1. Collected bicycle and pedestrian facility information for CMAQ, TE and STP-DA grant processes;
2. Collected bicycle and pedestrian facility information for planning studies, such as the Old Durham-Chapel Hill Rd Bicycle/Pedestrian Feasibility Study; and,
3. Coordinated with NCDOT and other agencies regarding potential bicycle and pedestrian facility improvements, as incidental or independent projects.

Proposed Activities:

1. To collect digital images of various planned bicycle and pedestrian routes;
2. Collect bicycle and pedestrian facility information for CMAQ, TE and STP-DA grant processes;
3. Collect bicycle and pedestrian facility information for regional planning studies; and,
4. Coordinate with NCDOT and other agencies on potential bicycle and pedestrian facility improvements, as incidental or independent projects.

Products/Deliverables:

Work products will include digital images, maps and other visual representations of facilities, as well as indirect products related to plans, communications, and project applications.

Relationship to Other Plans and MPO Activities:

The facility inventory will be used for regional planning efforts, grant application processes, and other regionally coordinated activities.

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Completion Date:

Facility inventory to be conducted as needed on a year round basis.

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

Tasks will largely be undertaken by regular full-time staff, as needed throughout the year. MPO staff will provide project management and review work products, as related to various regional plans undertaken by the MPO.

Funding Commitments from Other Entities:

None

Task II-A-13: Bike & Ped Counts

An inventory of bicycle and pedestrian counts will be conducted as part of the CMP. The proposed inventory will guide bicycle and pedestrian improvement planning, and to support specific projects such as the Comprehensive Bicycle Plan and Comprehensive Pedestrian Plan updates.

Objectives:

1. To collect data on current bicycle and pedestrian facility use; and,
2. To monitor traffic growth and provide continuous updates on bicycle and pedestrian latent demand.

Previous Work:

Collected bicycle and pedestrian facility information for various local and regional projects and planning activities.

Proposed Activities:

1. Collect 48-hour traffic count as part of CMS and Mobility Report Card;
2. Collect turning movement counts as part of the CMS;
3. Develop the DCHC traffic count library by supplementing the NCDOT count locations within the metropolitan area;
4. Develop MPO Count database/GIS and mapping; and,
5. Conduct four monthly traffic counts to collect seasonal traffic information, which will assist in the development of adjustment factors and growth rates.

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Products/Deliverables:

1. Summary reports of daily traffic count information for the MPO;
2. Compilation of peak period turning movement counts; and,
3. Seasonal adjustment factors and growth rates specific to the DCHC region.

Relationship to Other Plans and MPO Activities:

Bicycle and pedestrian count data to be used for model validation, model analysis, CMS, air quality analysis, etc.

Completion Date:

On-going.

Proposed Budget and Level of Effort (Staff and/or Consulting):

Tasks will largely be undertaken with temporary staffing. The LPA staff will oversee project, provide project management and review work products. Inventory and counts will be conducted when schools are in session. Anticipated completion date is June 2011.

Funding Commitments from Other Entities:

None

Task II-A: Long Range Transportation Plan Activities

Federal Law (as updated by SAFETEA_LU) and USDOT's Metropolitan Planning Regulations, require the MPO to have a Long-Range Transportation Plan (LRTP) that is: multi-modal, financially constrained, has a minimum 20 year horizon, adhere 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 Transportation Advisory Committee. The LRTP must be updated and reaffirmed every 4 years. The DCHC will continue tasks associated with the development of the 2035 LRTP air quality and the Comprehensive Transportation Plan as well as commence data collection for the 2010 model base year.

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

The MPO will collect and estimate new socio-economic and demographic data for the 2010 base year. Proposed work activities will include inventory, collection and estimation of the following variables for existing conditions, tabulated by traffic analysis zone, is required: (1) population; (2) dwelling units; (3) households; (4) employment by type (number of jobs and establishments) including number of commercial vehicles at business locations; (5) school enrollment; (6) number of university dormitory beds; and (7) median income. It is expected that these variables will be linked to the on-going MPO data automation and a GIS warehouse. The warehouse and management system will be used to maintain the aforementioned socio-economic and land use information. An integral part of this task will be data verification, reconciliation, quality and error checks.

Task II-B-2: Collection of Network Data

The MPO will collect transportation network data necessary to build the 2010 base year TRM network. The proposed work activities will include collection 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; and 10) 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

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Task II-B-3: Travel Model Updates:

Update of the Triangle Regional Model (TRM) including conversion and full implementation of model from Tranplan to TransCad. The LPA modeling staff will continue to work with the TRM Service Bureau at ITRE to ensure that MPO model objectives (link level validation, improved transit ridership forecasts, parking enhancement, improvement of the model sensitivity, enhancement of the model capability in addressing policy questions, etc) are met. Proposed tasks include model improvements and enhancements, work associated with the calibration of the 2005 model, validation of 2010 base year model, commencement of TRM V-6 model development, continuation of the land use model and non-motorized trip models. The MPO will carry out other tasks needed to support the Triangle Regional Model updates, including providing the MPO's share of the Service Bureau funding and 50% FTE.

Objectives:

To ensure that DCHC MPO policymakers and the MPO member agencies have modeling tools at their disposal to support analysis of non-motorized (bicycling and walking) travel impacts of project and policy alternatives. In particular, the model should be sensitive to demographic and land use changes that might increase or decrease the number and location of non-motorized trips, as well as to other factors such as the impact of facility changes and improvements, pricing, university/CDB parking, freight, travel demand management programs, and other factors that have been demonstrated to have an effect on non-motorized travel.

Previous Work:

1. 2002 model calibration and validation
2. Model support for the 2035 LRTP
3. 2005 model update TRM V-4
4. A framework for identifying non-motorized travel has been part of the Triangle Regional Model since its inception; and,
5. The recent model update commissioned by TTA for its New Starts application, and currently being built into the Triangle Regional Model includes trip generation improvements that relate the propensity for non-motorized trips to demographic and land use characteristics.

Proposed Activities:

1. Model development for TRM version 6
2. Incorporation of non-motorized trip model and greater parking sensitivity in the model;
3. Develop a non-motorized trip destination component to complement the work already undertaken on trip generation in time for use in the 2040 LRTP analyses;
4. Develop a work program for the TRM version 6 model development;
5. Model support for the 2040 LRTP;

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6. Implement the TRM improvements and travel enhancements, including model implementation parking and park-n-ride components;
7. Continuation of the Urbanism land use model development.
8. Work on the 2005 TRM update and validation.
9. Work on the model work associated with the regional transit initiatives
10. MPO model enhancements – sub-area analysis, select analysis, LRTP and air quality interface and scripts
11. Performance measures, sensitivity testing and elasticity for 2040 LRTP alternative analysis and NEPA/project development.

Products/Deliverables:

1. Non-motorized modeling extensions for the trip generation and trip distribution steps in the TRM for use in LRTP alternative analysis
2. Additional non-motorized modeling extensions as part of the TRM Major Model Update. These extensions may entail internal modifications to the TRM, as well as new data requirements.
3. MPO model enhancement: sub-area analysis capability, select link analysis, user interface and scripts for LRTP and air quality.
4. Validation of the 2010 model update to be used in the LRTP, CTP and other technical analyses.
5. Statistical analysis of survey results and the development of the major model update intermediate specification and parameters.
6. Performance measures scripts for 2040 alternative analysis and land-use scenario planning.

Relationship to Other Plans and MPO Activities:

Modeling supports various regional and MPO activities such LRTP, MTIP, NEPA/ environmental analyses, project traffic forecasts. Development of model extensions is essential to the development of the LRTP, Air Quality Conformity Determination, and in various special studies.

Completion Date:

1. Non-motorized modeling extensions will be complete along with the TRM update; and,
2. TRM calibration and validation will be done fall of 2010 but improvements and updates will be continual effort.
3. TRM version 6 efforts will commence but calibration and validation work will continue through subsequent years.

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

Work will be done largely by MPO modeling staff, TRM Service Bureau and consulting/temporary staffing. Consultants are retained by DCHC MPO for assistance in the development of the non-motorized model components, MPO model enhancements and land use model.

Funding Commitments from Other Entities:

CAMPO, NCDOT and TTA are participants of the Triangle Regional Model development, update and maintenance. Each participant is contributing funds for the model Service Bureau functions as well as funds for the TRM update.

Task II-B-4: Travel Surveys

The MPO transit agencies will conduct surveys of transit users. The MPO will provide its share of funding for the collection travel surveys proposed for the Triangle region. The central purpose of the survey is to collect information on origins and destinations, traveler behavior, transit ridership, commercial vehicle usage, work place commuting, freight movement, etc. which would provide accurate inputs for the travel model update. The Service Bureau will be conducting analyses following travel surveys for the TRM update: (1) External station/external-internal trip; (2) transit onboard survey; (3) travel time/speed survey; (4) special generators (including universities) survey.

Objectives:

The MPO will participate in regional data collection for the Triangle Regional Model and other transportation planning purposes. The following surveys are proposed for 2010-2011:

1. Transit Survey;
2. Commercial vehicle/Freight survey
3. Parking survey; and,
4. Travel Time and Speed Survey.

Each of these surveys will produce vital information for calibrating the Triangle Regional Model and validating its performance, and provide some supplemental information for developing transit plans and for the Congestion Management Process (CMP).

Previous Work:

A major data collection effort was started in 2005 in order to support the Triangle Regional Model Major Update, and to improve the validation of the model that will be used for the 2035 LRTP analysis starting in fall 2006. A twelve-county household travel survey covering the Triangle and adjacent counties is underway in spring 2006, and a transit boarding and alighting survey was conducted for all regional transit agencies in fall 2005. In addition, NCDOT has performed special counts at approximately 400 additional locations in the Triangle along with their regular biennial traffic counts.

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Proposed Activities:

The Transit On-Board survey will collect complete information on origins, destinations and travel path for a statistically significant number of trips on every transit route in the triangle (approximately 7000 trip records). In addition, transit operators will collect ridership and service characteristic information to help improve transit services. The Travel Time and Speed Survey will comprehensively assess travel speed characteristics on different roadway facility types, free-flow and congested travel times between important destinations and along significant travel corridors, and bus speeds and travel times in relation to traffic congestion. The Travel Time and Speed Survey is important for trustworthy future forecasts since it will provide data about how travelers in the Triangle area respond to changes in levels of congestion, as well as providing data about speeds and travel times that are used in calibrating the model.

Products/Deliverables:

1. Transit onboard surveys for DATA, Chapel Hill Transit, Duke University, and the TTA.
2. Report of survey statistical and modeling analyses and summarization.
3. Commercial vehicle survey tabulation and summary statistics
4. Travel time summary statistics

Relationship to Other Plans and MPO Activities:

These surveys provide some of the fundamental ground counts necessary to ensure that the Triangle Regional Model performs correctly, both in reproducing observed travel patterns and in forecasting future activity. Survey data will provide valuable information for transit planning, MPO CMP, LRTP MTIP prioritization, etc

Completion Date:

These surveys will be complete by spring 2011.

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

Consulting/temporary Staffing and MPO technical staff time –All work collecting and collating data for these surveys will be undertaken by

Funding Commitments from Other Entities:

Each of the four TRM stakeholders (DCHC MPO, CAMPO, NCDOT, and TTA) is participating at various levels in these surveys.

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

The LPA will project base year demographic and socio-economic data-1 into plan horizon year and air quality intermediate years (LRTP horizon year is 2040 and intermediate years for air quality analyses are 2010, 2011, 2017, 2020 2025, 2030, 2035). Forecasts will be generated for County control totals and traffic analysis zones. Forecasts will be made consistent with local land use plans and in corporation with local Planning departments.

Objectives:

1. To develop regionally consistent forecasts of future year socio-economic data.
2. Develop future forecast for population, dwelling units, households, income, vehicle ownership, university beds, counts, etc

Previous Work:

1. Work has been ongoing by LPA staff, staff at DCHC MPO member agencies, and others throughout 2008-2009 to develop a consistent regional methodology for constructing future year land use and socio-economic forecasts; and,
2. Preliminary forecasts were finalized in early summer 2007

Proposed Activities:

1. Continue to work with LPA partners to collect future land use information and to develop and check future year forecasts;
2. Acquire benchmark data for evaluating correctness of future year forecasts, and perform the evaluation;
3. Develop maps, tables and other presentation materials for review of the forecasts by elected officials and the public in local jurisdictions and also at the MPO level; and,
4. Coordinate public review of the future year forecasts and seek formal adoption of the forecasts by the DCHC MPO TAC.

Products/Deliverables:

1. Forecasts of land use and socio-economic data for use in the 2040 LRTP; and,
2. Presentation materials based on those forecasts for public review.

Relationship to Other Plans and MPO Activities:

1. Future year forecasts are an essential element in preparing analyses of alternatives for the 2040 LRTP and for all land use and transportation modeling activities.

Completion Date:

1. Forecasts for use in developing the 2040 LRTP are anticipated to be adopted by the TAC in fall 2010 or spring of 2011.

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

Work will largely be accomplished by the lead Planning Agency (LPA) MPO technical staff and temporary help.

Funding Commitments from Other Entities:

Parallel efforts are underway in CAMPO, and joint staff work has been undertaken to ensure consistency of results. However each MPO is funding its own work.

Task II-B-6: Community Goals and Objectives

The MPO will re-evaluate community goals and objectives for the 2040 Long range Transportation Plan (LRTP). The process of formulating and re-evaluating goals will begin with visioning exercise. The MPO will conduct public meetings to assess community vision in terms of transportation, land use, growth, quality of life, etc. In addition, the MPO will establish performance targets that will likely be related to mobility, transit use, TDM use, air quality, financial and economic concerns, environmental justice, and land use. The expected work products will be adopted goals and objectives and targets, and a policy framework for achieving the goals.

Objectives:

1. To develop updated set of Goals/Objectives and measures, and targets; and,
2. To involve citizens in a visioning process help update the Goals and Objectives, and targets.
3. Develop policy statements for the LRTP and CTP
4. Develop measures for measuring how goals, objectives and targets are met.

Previous Work:

1. Goals and Objectives and targets in 2035 LRTP; and,
2. List of citizens and leaders who might be interested in participating in the process to update the Goals and Objectives and targets.

Proposed Activities:

1. Conduct public workshops to complete citizen visioning process;
2. Develop community visions
3. Re-evaluate Goals, Objectives and Targets and develop draft goals, objectives, measures and targets
4. Conduct public workshops, meetings and hearing to receive input on proposed Goals and Objectives and targets; and,
5. Recommend and adopt Goals and Objectives, measures and targets.

Products/Deliverables:

1. Citizen transportation vision; and,
2. Updated Goals and Objectives and targets.

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Relationship to Other Plans and MPO Activities:

Updating the Goals and Objectives and targets will be the first public step in developing the 2040 LRTP. Goals, objectives and targets will guide other MPO planning processes such as CMP, JARC/New Freedom, MTIP, TDM, CMAQ, etc.

Completion Date:

The citizen vision process will begin fall 2010, and the update Goals and Objectives and targets will be adopted winter 2010/2011.

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

LPA and local government staff will manage and implement the process to complete a citizen vision and update the Goals and Objectives and targets.

Funding Commitments from Other Entities:

None.

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

MPO will generate travel demand forecasts for future years including the LRTP horizon and air quality 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. Essentially, this task encompasses application of the Triangle Regional Model and other modeling tools to forecast future travel patterns (distribution of trips, volume of travel, vehicle miles traveled, levels of congestion, etc.).

Objectives:

1. Produce model runs as required to support the MPO planning process and development of the Long Range Transportation Plan.

Previous Work:

1. Travel demand forecasts for the 2040 LRTP and air quality conformity determination.
2. Travel demand forecasts for various project level analyses; NEPA, transit forecasting, etc.

Proposed Activities:

1. Run Triangle Regional Model and other modeling tools to develop future year forecasts (summary tables, maps, etc.):
 - a. Run model to evaluate performance and suitability of model to be delivered by TRM Service Bureau;

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- b. Develop future year model setups as required for Long Range Transportation Plan alternative analysis, Air Quality Conformity and other needs; and,
- c. Run model for LRTP alternative analysis.

Products/Deliverables:

1. Confirmation of suitability of Triangle Regional Model for LRTP Analysis; and,
2. Long Range Transportation Plan Alternative Analysis (summary tables, maps, etc.)

Relationship to Other Plans and MPO Activities:

This is a core task for preparing the Long Range Transportation Plan.

Completion Date:

The specific proposed activities in this UPWP will be completed during FY 2010-2011.

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

Work on this project will be completed by LPA modeling staff.

Funding Commitments from Other Entities:

None.

Task II-B-8: Capacity Deficiency Analysis

The MPO will conduct a capacity deficiency analysis as part of the 2040 LRTP, CTP and CMS. The analysis will be made to determine existing and existing-plus-committed deficiencies. Volume-to-capacity ration maps will be produced for the 2010 base year, E+C year, and other LRTP and CTP years. 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.

Objectives:

Produce model setups and output runs as required evaluating deficiencies in the existing transportation system in the DCHC MPO planning area.

Previous Work:

1. Deficiency analyses for the 2035 LRTP
2. Capacity deficiencies for the CMS, Mobility Report Card and other technical studies.

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Proposed Activities:

- Run Triangle Regional Model and other modeling tools to develop forecasts of travel deficiencies (summary tables, maps, etc.):
- a. Develop model setups as required for deficiency analysis (existing+committed network with future year socio-economic data); and,
 - b. Run model for and prepare output files

Products/Deliverables:

1. Long Range Transportation Plan Deficiency Analysis reports, maps and performance indicators by region, MPO area, county, district, etc (summary tables, maps, etc.)

Relationship to Other Plans and MPO Activities:

This is a core task for preparing the Long Range Transportation Plan.

Completion Date:

The specific proposed activities in this UPWP will be completed during FY 2010-2011

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

Work on this project will be completed by LPA staff.

Funding Commitments from Other Entities:

None.

Task II-B-9: Highway Element of LRTP and CTP

The MPO will begin evaluation of highway elements of the Comprehensive Transportation Plan. Performance measures will be established for evaluating highway alternatives. An extensive roster of highway projects will be identified based on the current 2030 LRTP, congestion management system, travel demand forecast and capacity deficiency analysis. Different combinations of these projects will produce a variety of highway alternatives that will be analyzed to find the alternative that best meets the LRTP Goals and Objectives and targets, and meets the fiscal constraint requirement. Each alternative will characterize a one or more emphasis area such as new roadways, transit, etc. The highway element of the Comprehensive Transportation Plan (CTP) will be developed in parallel with the LRTP, but will likely have a different set of constraints (e.g., no fiscal constraint).

Objectives:

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

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Previous Work:

1. 2030 and 2035 LRTPs;
2. Congestion Management System/Mobility Report Card;
3. Triangle Regional Model;
4. Travel demand forecast; and,
5. Capacity Deficiency Analysis.

Proposed Activities:

1. Establish evaluation criteria;
2. Develop key data for highway projects;
3. Re-evaluation of 2035 highway element
4. Generate highway projects and alternatives;
5. Evaluate highway projects and alternatives; and,
6. TAC comments on alternatives.

Products/Deliverables:

1. Preferred highway element option; and,
2. 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 and surveys; travel demand forecasts; capacity deficiency analysis. In addition, the Congestion Management System and 2035 LRTP will be important input to this task.

Completion Date:

Analysis associated with the highway elements of LRTP and CTP will commence in 2010.

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

LPA and local government staff will manage and implement the highway element of the LRTP and CTP.

Funding Commitments from Other Entities:

None.

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Task II-B-10: Transit Element of LRTP and CTP

The MPO will begin evaluation of transit elements of the Comprehensive Transportation Plan and the 2040 LRTP. Transit evaluate 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. An extensive roster of transit routes, projects and services will be identified based on the current 2035 LRTP, transit feasibility studies, transit 5-year and master plans, travel demand forecast and capacity deficiency analysis. Different combinations of these services will produce a variety of transit alternatives that will be analyzed to find the alternative that best meets the LRTP Goals and Objectives and targets, and meets the fiscal constraint requirement. Each alternative will characterize a one or more emphasis area such as new roadways, transit intensive, etc. The transit element of the Comprehensive Transportation Plan (CTP) will be developed in parallel with the LRTP, 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 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:

1. 2030 and 2035 LRTPs;
2. Feasibility studies (regional transit plans , STAC, US 15-501 Transit Corridor and I-40/NC 54 Transit Corridor, Chapel Hill Transit Master Plan, etc);
3. Transit 5-year TDP and master plans;
4. Travel demand forecast; and,
5. Capacity deficiency analysis.

Proposed Activities:

1. Establish evaluation criteria;
2. Develop key data for transit services;
3. Generate transit projects and alternatives;
4. Evaluate transit projects and alternatives; and,
5. TAC comments on alternatives.

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Products/Deliverables:

1. Preferred transit element option; and,
2. 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 System and 2035 LRTP will be important input to this task.

Completion Date:

Analysis and studies associated with the transit elements of the LRTP and CTP will commence in fall of 2010.

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

LPA and local government staff will manage and implement the transit element of the LRTP and CTP.

Funding Commitments from Other Entities:

None.

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

The MPO will begin evaluation of bicycle and pedestrian elements of the Comprehensive Transportation Plan and the 2040 LRTP. 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 update of the Regional Bicycle plan, Durham Comprehensive Bicycle Plan and Durham Pedestrian Plan.

Objectives:

1. Update the LRTP 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 LRTP;
3. Update the LRTP ancillary planning and program information.
4. Coordinate existing local and regional plans and projects with LRTP bicycle and pedestrian element;
5. Update LRTP Bicycle and Pedestrian Element maps; and,
6. Work with local communities on Regional Priority Lists, in order to implement LRTP Bicycle and Pedestrian elements through the TIP.

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Previous Work:

1. Preparation of the Bicycle and Pedestrian elements of the 2035 LRTP.
2. Durham Comprehensive Bicycle Plan
3. Durham Comprehensive Pedestrian Plan
4. Carrboro Bicycle plan
5. Chapel Hill bike and pedestrian plan

Proposed Activities:

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

Products/Deliverables:

Bicycle and Pedestrian elements of the LRTP and CTP 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 LRTP Bicycle and Pedestrian Element should be coordinated with local and regional bicycle, pedestrian, greenway and TDM Plans, in order to capture all proposed projects within the MPO.

Completion Date:

Continuous – on-going.

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

Tasks will largely be undertaken by LPA staff along with MPO member agencies

Funding Commitments from Other Entities:

None

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Task II-B-13: Collector Street Plan of LRTP

Work will continue on the update and implementation of the MPO-wide Collector Street Plan and circulation study and the Southwest Durham/Northeast Chapel Hill Collector Street Plan. This is envisioned to 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.

Objectives:

1. To create an efficient and effective transportation network, especially that part of the network not addressed in the MPO's long-range transportation plan;
2. To develop criteria for delineating function classification and facility classification
3. To develop a plan that the development community, planners and citizens can easily understand and use for creating this ideal transportation network; and,
4. To ensure coordination of the collector street network among the various jurisdictions and transportation plans in the MPO planning area.

Previous Work:

1. Southwest Durham/Southeast Chapel Hill Collector Street Plan;
2. Wake-Durham Comprehensive Street System Plan;
3. Center of the Region Enterprise (CORE) Collector Street Plan;
4. Southwest Durham Collector Street Plan;
5. Farrington/Stagecoach Rd Corridor Study
6. GIS map layers for street networks, parcels, land use, and environmental features; and,
7. 2030 and 2035 Long Range Transportation Plans.

Proposed Activities:

1. Update criteria for functional classification and facility classification;
2. Collect GIS data layers and produce maps of existing conditions;
3. Conduct series of three workshops in five different geographic areas;
4. Update collector street networks strategies and maps; and,
5. Implement collector street and neighborhood traffic circulation strategies.

Products/Deliverables:

1. Map of collector street network; and,
2. Updated Collector Street reports that includes existing conditions maps, factors considered in developing collector street network, proposed collector street network, and street design considerations.
3. Functional classification and facility classification
4. Traffic circulation strategies

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Relationship to Other Plans and MPO Activities

The process and product of the MPO-wide collector street plan will be based on the Southwest Durham/Southeast Chapel Hill Collector Street Plan. It will be coordinated with the any updates of the CORE and Wake/Durham collector street plans, and the will complement the arterial street network envisioned in the CTP, model networks, CMP networks and 2040 LRTP.

Completion Date:

During the 2010-11 UPWP planning period.

Proposed Budget and Level of Effort (Staff and/or Consulting):

MPO staff will conduct most of the tasks for this project, and a private consultant will assist with some technical tasks.

Funding Commitments from Other Entities:

None.

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

MPO will 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 integrating freight into MPO planning process.

Objectives:

1. To include freight movement data is included in the Triangle Regional Model (TRM); and,
2. To include freight movement data in the project evaluation phase of the 2040 LRTP.
3. Development of a Freight plan, including stakeholder involvement
4. Integration freights and urban goods movement into MPO planning process.

Previous Work:

1. 2030 and 2035 LRTP freight planning; and,
2. Triangle Regional Model commercial vehicles sub-model.

Proposed Activities:

1. Gather Triangle Region freight movement data;
2. Incorporate the freight movement data into the Triangle Regional Model; and
3. Incorporate the freight movement data and planning into the 2040 LRTP development process.

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Products/Deliverables:

1. Freight movement level in Triangle Regional Model (TRM); and,
2. Highway alternatives in 2040 LRTP development process that consider the needs of freight movement.

Relationship to Other Plans and MPO Activities

This task will be coordinated with the Triangle Regional Model (TRM) and be input data into the 2040 LRTP development.

Completion Date:

On-going, preparatory work and stakeholder involvement plan to be completed in summer 2011.

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

LPA staff will complete these tasks.

Funding Commitments from Other Entities:

Much of this task will be coordinated with the North Carolina Department of Transportation (NCDOT), RDU and freight and logistics companies

Task II-B-16: Financial Planning

The MPO will examine financial options for funding proposed transportation projects and programs on an as-needed basis. These tasks will include reviewing the financial planning assumptions/projections in the 2035 LRTP to refine cost estimates, and providing support regional efforts geared toward identifying new and alternative funding sources.

Objectives:

1. To ensure that sound financial information is available for project evaluation; and,
2. To support efforts to identify new transportation funding sources

Previous Work:

1. 2030 and 2035 LRTP financial plan and revenue forecasting
2. STAC financial analysis;
3. FY 2009-2015 TIP; and,
4. Various local plans for roadways, transit, bicycles, pedestrian facilities, and Intelligent Transportation Systems (ITS).

Proposed Activities:

1. Refine project costs estimates, as needed;
2. Coordinate and support regional efforts to identify new transportation sources such as the joint TAC finance committee meeting for DCHC/CAMPO, mayors' meetings, North

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3. Carolina Metropolitan Coalition (League of Municipalities), and Regional Transportation Alliance; and,
4. Investigate technical aspects of potential funding sources such as taxing strategies, impact fees and private/public partnerships.

Products/Deliverables:

1. Update of LRTP financial assumption and financial plan;
2. Update of LRTP costs and revenue; and,
3. Development of local revenue options and non-traditional revenue mechanism.

Relationship to Other Plans and MPO Activities

The success in identifying new or modified funding sources will directly affect the 2040 LRTP.

Completion Date:

These tasks will be ongoing.

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

MPO LPA staff along with regional technical agencies will complete these tasks.

Funding Commitments from Other Entities:

None.

Task II-B-17: Congestion Management System

The MPO plans to develop and implement a Congestion Management Process (CMP) to address the growing traffic congestion in the region. Besides being a sensible practice, the CMP is a federal transportation planning requirement under the provisions of 23 U.S.C. and 23 CFR. The CMP will identify areas of traffic congestion, investigate the causes of congestion, evaluate alternatives for alleviating congestion, identify strategies for the implementation of those alternatives, and assess financial and economic impacts of those strategies. The Town of Chapel Hill and the Town of Carrboro have already completed several Mobility Report Cards, which contain much of the traffic data and congestion identification inherent in a CMS. The most recent Mobility Report Cards for these towns have been integrated into the MPO CMP.

This task also includes management, operation and administration of the of the MPO TDM programs.

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Objectives:

Update MPO CMP, including CMP work plan, strategies, congestion mitigation measures and monitoring system
 Implementation and monitoring of TDM program and MPO TDM hot spots
 Development of a multi MPO modal Congestion Plan
 Linkage of CMP with LRTP; and,
 Linkage of CMS with operation and MTIP prioritization.

Previous Work:

1. DCHC MPO Congestion Management System Report;
2. Town of Chapel Hill Mobility Report Card;
3. Town of Carrboro Mobility Report Card;
4. Turning movement counts (i.e., intersection traffic counts);
5. ADT counts (traffic volume counts);
6. Screenline counts for the TRM;
7. AADT counts from NCDOT (traffic volume counts);
8. Bicycle counts from bicycle plans;
9. Pedestrian counts from pedestrian plans; and,
10. Transit ridership data from transit operators.

Proposed Activities:

Develop 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);
 Provide a central database and a graphical user-interface to allow for area- facility-based and intersection-based congestion mitigation planning;
 Define Transportation Improvement Projects (TIP) and other projects to mitigate the congestion, and their implementation priorities; and,
 Document the study results in a State of the Systems report.

Products/Deliverables:

1. MPO CMP work plan as required by federal regulations
2. MPO CMP Plan
3. CMP state of System report
4. 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,
5. Database and user interface.

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Relationship to Other Plans and MPO Activities

The MPO 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.

Completion Date:

Pre- data collection tasks will occur in the summer 2010. Traffic and other modal counts for CMP will be conducted during fall 2010 and spring 2011. The complete system and report will be finished by fall of 2011.

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

Tasks will largely be undertaken by LPA staff with consulting help and temporary staffing. MPO staff will oversee project, provide project management and review work products done by MPO agencies. Traffic counts will be conducted when schools are in session.

Funding Commitments from Other Entities:

None.

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

The DCHC MPO (the Transportation Advisory Committee) is responsible in making a determination as to whether or not transportation plans, programs, and projects (e.g., LRTP and MTIP) conform to air quality standards and the intent of the State Implementation Plan (SIP). The LPA will continue to provide technical support to the TAC and TCC 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 Meetings, and providing assistance to NCDENR in developing and maintaining mobile source emission inventories.

Objectives:

1. To ensure that the plans, programs and projects in the DCHC MPO meet air quality conformity standards; and,
2. To ensure that partner agencies, which affect an air quality conformity lapse in the DCHC MPO planning area, meet air quality conformity standards.

Previous Work:

1. 2030 LRTP;
2. FY 2006-2007 TIP;
3. Triangle Regional Model (TRM) and TRM updates; and,
4. TRM data such as VMT and speeds for each analysis year.

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Proposed Activities:

1. Participate in State Interagency Consultation Meetings to make decisions on schedule, model version use, analysis years, potential SIP revisions, MOBILE6.2 modeling parameters, etc.; and,
2. Coordinate State Interagency Consultation Meetings requirements with MPO activities such as TRM enhancements, FY 2007-2013 TIP, Socio-economic data update for 2035 LRTP.

Products/Deliverables:

1. State Interagency Consultation Meetings policy that considers needs of DCHC MPO; and,
2. Air quality conformity coordination with State Interagency Consultation Meetings, CAMPO, NCDOT, etc.

Relationship to Other Plans and MPO Activities

Coordination between the State Interagency Consultation Meetings policies and the needs of the DCHC MPO's 2035 LRTP and FY 2007-2013 TIP are critical for ensuring air quality conformity.

Completion Date:

These tasks will be ongoing.

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

MPO staff will complete these tasks.
Staff effort – 176 person hours.

Funding Commitments from Other Entities:

Air quality inter agencies – CAMPO, NCDOT, DENR-DAQ and EPA – contribute staff hours to the air SIP development and air quality non- attainment demonstration.

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Task III-A-: Planning Work Program

This task will be to administer the FY 2009-2010 UPWP and prepare and process amendments as needed. Evaluate transportation planning work needs and emphasis areas and prepare the FY 2010-2011 UPWP. To prepare and continually maintain a Unified Planning Work Program (UPWP) that describes all transportation and transportation-related planning activities anticipated within the DCHC MPO planning area for the FY 2007-2008. To develop, maintain, and complete the UPWP in conformance with applicable federal, state, and regional guidelines. To prepare UPWP amendments as necessary and requested by member agencies, to reflect any change in programming or focus for the current fiscal year.

Objectives:

1. To prepare and continually maintain a Unified Planning Work Program (UPWP) that describes all transportation and transportation-related planning activities anticipated within the DCHC MPO planning area for FY 2010-2011;
2. To develop, maintain, and complete the UPWP in conformance with applicable federal, state, and regional guidelines; and,
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:

1. FY 2009-10 UPWP; and,
2. Amendment of the UPWP as requested by member agencies.
3. Prepare quality invoices and reports
4. Prepare annual report
5. Prepare financial and audit management

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 and public involvement process; and,
3. Amend the UPWP, as needed (the amendment process commonly occurs in January/February of each year).

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Products/Deliverables:

1. Prepare quality invoices and reports
2. Prepare financial and audit management
3. Management and operation and Administration of the 3C process
4. Amendments to the FY 2009-2010 UPWP, as needed; and,
5. Development of the FY 2010-2011 UPWP.

Relationship to Other Plans and MPO Activities

The UPWP funds the MPO's planning activities, including many critical programs such as the long-range transportation plan, Transportation Improvement Program (TIP) and air quality conformity.

Completion Date:

These tasks will be ongoing.

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

MPO staff will complete these tasks.

Funding Commitments from Other Entities:

The Towns of Chapel Hill and Carrboro are proposing funding for UPWP task item.

Task III-B-Transportation Improvement Program

The LPA will perform tasks associated with the amendment of the FY 2006-2012 MTIP. The LPA staff will continue to develop FY 2007 – 2013 MTIP. 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 STP DA funds. 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 Transportation Improvement Program (TIP) for the metropolitan area. Under this activity, the LPA will update and amend the current, seven-year program of transportation improvement projects (MTIP) that is consistent with the 2025 Long-Range Transportation Plan, STIP, the State Implementation Plan (SIP), EPA Air Quality Conformity Regulations and FHWA/FTA Planning Regulations.

Objectives:

1. To develop and adopt the FY 2009-2015 MTIP to support MPO goals; and,
2. To appropriately amend the FY 2009-2015 MTIP, as needed.

Previous Work:

1. FY 2007-2013 MTIP; and,
2. FY 2007-2013 MTIP Regional Priority Project List

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Proposed Activities:

1. Continue monitoring of ARRA- Stimulus projects
2. Reporting and oversight of Stimulus projects
3. Project selection and management of any new Stimulus projects
4. Draft FY 2011-2021 MTIP;
5. Develop MPO SPOT project priorities
6. Develop Regional Project Priorities
7. Conduct public involvement activities for Draft FY 2011-2021 MTIP;
8. Analyze Draft FY 2011-2021 State Transportation Improvement Program (STIP) and develop support documents for negotiations);
9. Negotiate MTIP and STIP project reconciliation with NCDOT; and,
10. Adopt FY 2011-2021 MTIP.

Products/Deliverables:

1. Draft FY 2011-2021 MTIP and full report (including financial and project analysis);
2. Flagged Issues;
3. Meetings with NCDOT (and meeting materials); and,
4. Adopted FY 2011-2011 MTIP.

Relationship to Other Plans and MPO Activities

The MTIP Regional Project Priority List will provide information for the development of the MTIP, STIP and SPOT.

Completion Date:

On-going.

Proposed Budget and Level of Effort (Staff and/or Consulting):

MPO staff will complete these tasks.

Funding Commitments from Other Entities:

None

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Task III-C-2: Environmental Justice

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.

Objectives:

To ensure that minority and low-income communities are:

1. Not adversely affected by transportation projects and policies;
2. Treated equitably in the provision of transportation services and projects; and
3. Provided full opportunity for participation in MPO transportation planning and decision-making process.

Previous Work:

1. Demographic profiles based on 2000 Census
2. 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.

Proposed Activities:

1. Develop MPO Environmental Justice Plan, including establishment of an Environmental Justice Advisory Board;
2. Update demographic profiles based on 2010 Census and MPO 2010 base year data - 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 2000 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 Justices in general and Hispanic population in particular; and,
8. Conduct analysis as needed regarding equitable distribution of transportation system benefits and costs among all socio-economic groups throughout the MPO area.

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Products/Deliverables:

1. Updated maps utilizing information from the 2010 Census and 2010 base year data;
2. Increased involvement of low-income and minority populations in the transportation planning process;
3. Technical assistance memoranda, reports, and workshops as needed;
4. Protocol for responding to issues and concerns regarding Environmental Justice; and,
5. MPO Environmental Justice plan.

Relationship to Other Plans and MPO Activities:

All MPO planning activities involving public outreach will be affected by the recommendations of this plan – including the public involvement for the East End Connector and Alston Avenue environment analyses. Project selection and evaluation for the Long Range Transportation Plan will include an environmental justice component. The Environmental Justice Advisory Board will be consulted on various MPO planning activities.

Completion Date:

Environmental justice activities will be on-going.

Proposed Budget and Level of Effort (Staff and/or Consulting):

Tasks will be undertaken by LPA staff.

Funding Commitments from Other Entities:

None.

Task III-C-4: Planning for the Elderly and Disabled

The MPO will emphasize planning and provision of transportation facilities and services for the elderly and disabled, especially in the development of the 2035 Long Range Transportation Plan (LRTP). The MPO will update inventory of locations and needs of elderly and disabled persons and ensure that the proposed highway, transit and pedestrian plans integrate this information in the planning process.

Objectives:

To ensure that the elderly and disabled population is not adversely affected by transportation projects and policies; are treated equitably in the provision of transportation services and projects; and are provided full opportunity for participation in MPO transportation planning and decision-making process.

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Previous Work:

Demographic profiles based on 2010 Census; and,
 Maps to identify areas of elderly and disabled population in relationship to services and other destinations;
 Local transit and pedestrian plans that have integrated the elderly and disabled population into the planning process; and,
 Transit operator plans and grant applications.

Proposed Activities:

1. Update demographic profiles and define target areas based on 2000 Census and MPO 2010 base year data;
2. Provide increased opportunities for under-served populations to be represented in the transportation planning process; and,
3. Integrate this data into the 2040 LRTP planning process and transit operator plans.

Products/Deliverables:

Updated maps utilizing information from the 2010 Census and 2010 base year data;
 Increased involvement of the elderly and disabled population;
 Specific tasks in the 2040 LRTP that address the needs of the elderly and disabled; and,
 Major tasks in the transit plans and grant applications of the local and regional transit operators that specifically address the service needs of the elderly and disabled.

Relationship to Other Plans and MPO Activities:

The needs of the elderly and disabled will be addressed in all MPO planning activities involving public outreach and service and project planning.

Completion Date:

All the transit and MPO planning efforts will contain an element addressing the needs of the elderly and disabled.

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

Tasks will be undertaken by LPA staff and transit operators.

Funding Commitments from Other Entities:

None.

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Task III-C-6: Public Involvement

The MPO 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:

1. 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;
2. To assess the effectiveness of the current Public Involvement Process as required by the federal certification team; and,
3. To develop and enhance the process of public dissemination of information.

Previous Work:

1. MPO Public Involvement Process;
2. MPO website;
3. Newsletters;
4. Stakeholder address database; and,
5. Newspaper advertisements.

Proposed Activities:

1. Refine the current Public Involvement Process as needed;
2. Apply the Public Involvement Process to transportation programs and tasks; and,
3. Public meetings, workshops, and outreach programs to increase public participation, information dissemination, and education.

Products/Deliverables:

1. Update and maintenance of website;
2. Update and maintenance of mailing list database;
3. Quarterly MPO newsletters, and project specific news letters; and,
4. Support of Citizen Advisory Committee

Relationship to Other Plans and MPO Activities:

Public involvement is essential to all MPO planning activities. The Public Involvement Process should inform and guide all outreach initiatives.

Completion Date:

Public involvement will occur on a continual basis. The website emails, and mailings will occur regularly throughout the year.

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

Tasks will be undertaken by LPA and municipal staff.

Funding Commitments from Other Entities:

None.

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

The LPA 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 LPA will be involved in the East End Connector NEPA process including taking the lead in the public involvement process. The MPO 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 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.

Proposed Activities:

Regular participation at project scoping, environmental study and public meetings, especially those conducted by the NCDOT;

Review and comment on project scoping and environmental documents;

LPA participation in NEPA process for the East End Connector; and,

LPA leadership in the public involvement process for the East End Connector.

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.

**CITY OF DURHAM/LPA
TASK DESCRIPTIONS & NARRATIVES
FY 2010-2011 UPWP**

Completion Date:

These activities are provided as needed.

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

Tasks will be undertaken by LPA and municipal staff.

Funding Commitments from Other Entities:

None.

DRAFT

**CITY OF DURHAM – DURHAM AREA TRANSIT AUTHORITY (DATA)
TASK DESCRIPTIONS & NARRATIVES
FY 2010-2011 UPWP**

Task II-A5: Transit System DATA

DATA will continue to conduct on-going FTA-required data collection and analysis for the fixed route and Paratransit systems. The data collection will include system-wide surveys and daily ridership counts by route for compilation into monthly ridership summaries to be reported to NCDOT and to the NTD. Also, one month during fall, ridership data will be collected by route and segregated by peak and off peak and average weekend counts for the purpose of LRTP update.

Objectives:

1. To collect daily ridership information, analyze and if necessary amend service in line with established service and route performance standards to ensure service effectiveness and efficiency.
2. To provide service reports to the DATA Board of Trustees, NCDOT, and to the MPO for LRTP support.

Previous Work:

This service continues to be performed on daily, monthly and an annual basis for reporting to the FTA via the NTD, also to the DATA Board of Trustees and to NCDOT (PTD). Information is used internally to monitor and amend services on an ongoing basis.

Proposed Activities:

1. Collect daily ridership count using farebox counts and also Automatic Passenger Counters (APC).
2. Compile daily ridership counts into monthly ridership reports for detailed analysis
3. Provide compiled ridership information to the DATA Board of Trustees, the FTA and the NCDOT, the MPO for LRTP update
4. Make necessary route and service changes to promote service efficiency and effectiveness.

Products:

1. Daily Ridership summaries
2. Monthly ridership summaries for in-house review
3. FTA monthly ridership report including annual NTD reports
4. Monthly Board of Trustees and NCDOT reports
5. Short Range Transportation Plan

Relationship to Other Plans and MPO Activities:

Long Range Transportation Plan –Transit Element

**CITY OF DURHAM – DURHAM AREA TRANSIT AUTHORITY (DATA)
TASK DESCRIPTIONS & NARRATIVES
FY 2010-2011 UPWP**

Completion Date:

The expected completion date for this project is June 30, 2011.

Proposed Budget and Level of Effort (Staff or Consulting)

Tasks will be performed by existing DATA staff

Funding Commitments from Other Entities:

The City of Durham and NCDOT (public Transportation Division) will each provide a 10% match to the federal 80% portion of the grant fund.

Task II-B: Travel Surveys (LRTP Project)

DATA will work with the DCHC-MPO to conduct Transit Surveys related to the MPO's LRTP-Transit information update. The survey will comprise of Boarding and Alighting counts at designated stops and route segments. It will also include on-board passenger attitudinal surveys during AM Peak and PM peak periods for a period of one month during fall. The data collected will be compiled and reported to the Lead Planning agency for further analysis and finally for inclusion in the DCHC MPO's Long Range Transportation Plan.

Objectives:

1. To collect daily (AM and PM Peak) ridership information by route and at the stop level as required by the LRTP data analysis process.
2. To conduct passenger onboard survey and compile survey report for inclusion in the LRTP update.

Previous Work:

DATA has in the past provided on-going transit data collection and compilation reports to the MPO for inclusion in the Transit Element portion of the LRTP document.

Proposed Activities:

1. Collect daily ridership counts using surveyors and farebox Automatic Passenger Counters
2. Compile daily ridership counts into monthly reports for detailed analysis
3. Provide compiled ridership information to the MPO for LRTP update
4. Use surveyors to conduct on-board passenger counts showing trip origins and destinations

**CITY OF DURHAM – DURHAM AREA TRANSIT AUTHORITY (DATA)
TASK DESCRIPTIONS & NARRATIVES
FY 2010-2011 UPWP**

Products:

1. Daily (AM & PM peak) Ridership summaries
2. Monthly ridership summaries
3. Daily on-board counts including summaries of trip characteristics
4. Short Range Transportation Plan Updates

Relationship to Other Plans and MPO Activities:

Long Range Transportation Plan – Transit Element

Completion Date:

The expected completion date for this project is June 30, 2011.

Proposed Budget and Level of Effort (Staff or Consulting)

Tasks will be performed by existing DATA staff and hired surveyors

Funding Commitments from Other Entities:

The City of Durham and NCDOT (public Transportation Division) will each provide a 10% match to the federal 80% portion of the grant fund.

Task II-B-16: Financial Planning

DATA staff will prepare and monitor fiscal programs for the City of Durham, the FTA, and the State of North Carolina to ensure compliance with pertinent financial procedures as established by the FTA and State of North Carolina and the City of Durham's accounting, purchasing and finance departments.

Objectives:

1. To monitor the monthly expenditure reports for all budget sections for appropriations, discrepancies and encumbrances by journal entry.
2. Prepare and submit monthly grant reports to the FTA, and appropriate City and State Departments
3. Prepare and monitor contracts that are for the transit authority.
4. Maintain and monitor all transit program funds
5. Setup and monitor project accounts as requested or needed

Previous Work:

On-going by transit staff

**CITY OF DURHAM – DURHAM AREA TRANSIT AUTHORITY (DATA)
TASK DESCRIPTIONS & NARRATIVES
FY 2010-2011 UPWP**

Proposed Activities:

1. Prepare quarterly and end of year reports for federal funds
2. Prepare revenue and expenditure estimates for the transit program's annual budget
3. Ensure compliance with all financial programs and procedures established by the FTA, the City and the State
4. Reviews and signs requisitions, purchase orders, receiving reports, and make appropriate transfers
5. Setup and monitor new and existing accounts when ns requested

Products:

1. Monthly grant reports to FTA
2. Quarterly grant and project reports to the FTA, MPO and the State
3. Signed requisitions and purchase orders
4. Annual financial statements as required by the NTD financial reporting procedure
5. Established project accounts and annual budgets
6. Monthly invoices, expenditures reconciliation
7. Contracts signed by the transit authority

Relationship to Other Plans and MPO Activities:

Establish financial and accounting procedures for projects and grants that have MPO oversight

Completion Date:

The expected completion date for this project is June 30, 2011.

Proposed Budget and Level of Effort (Staff or Consulting)

Tasks will be performed by existing DATA staff and hired surveyors

Funding Commitments from Other Entities:

The City of Durham and NCDOT (public Transportation Division) will each provide a 10% match to the federal 80% portion of the grant fund.

**DURHAM AREA TRANSIT AUTHORITY (DATA)
FTA TASK NARRATIVE TABLE
FY2010-2011 (FY 2011) UPWP**

1- MPO	City of Durham
2- FTA Code	442400
3- Task Code	II-A-5
4- Title	<i>Transit System Data</i>
5- Task Objective	To conduct FTA required passenger counts. Continue to conduct system-wide surveys and studies including daily ridership count by route for one month during the fall of 2010, data segregated by peak and off peak and average weekend count for the purpose of service improvement, and LRTP update
6- Tangible Product Expected	Daily Ridership by route, by Peak and off-peak in GIS spatial data format, route recommendation report.
7- Expected Completion Date of Products	Jun-2011
8- Previous Work	FTA passenger counts are required every 3 years. This data will be collected for 2008.
9- Prior FTA Funds (2010)	(5303) \$67,851, (5307) \$8,957
10- Relationship	Data retrieved is used to disseminate performance information to the Board under task III-E
11- Agency	City of Durham, Transportation Department
12- HPR - Highway - NCDOT 20%	
13- HPR - Highway - F11WA 80%	
14- Section 104 (f) PI, Local 20%	
15- Section 104 (f) P I FHWA 80%	
16- Section 5303-FY11 Local 10%	\$ 8,431
17- Section 5303-FY11 NCDOT 10%	\$ 8,431
18- Section 5303-FY11 FTA 80%	\$ 67,851
19- Section 5307 Transit - Local 10%	\$ 1,120
20- Section 5307 Transit - NCDOT 10%	\$ 1,120
21- Section 5307 Transit - FTA 80%	\$ 8,957
22- Additional Funds - Local 100%	

**DURHAM AREA TRANSIT AUTHORITY (DATA)
FTA TASK NARRATIVE TABLE
FY2010-2011 (FY 2011) UPWP**

1- MPO	City of Durham
2- FTA Code	442301
3- Task Code	II-B-4
4- Title	<i>Travel Surveys</i>
5- Task Objective	Transit survey (Boarding and Alighting .On-Board Surveys). Input at the TCC level on matters related to the transit element of the LRTP.
6- Tangible Product Expected	Transit on-board and transit boarding and alighting survey results. Boarding and alighting by route (one day sample of each route) tabulated in GIS spatial format.
7- Expected Completion Date of Products	Jun-2011
8- Previous Work	O- board surveys conducted on regular basis.
9- Prior FTA Funds	\$7,682
10- Relationship	
11- Agency	City of Durham, Transportation Department
12- HPR - Highway - NCDOT 20%	
13- HPR - Highway - F11WA 80%	
14- Section 104 (f) PI, Local 20%	
15- Section 104 (f) P I FHWA 80%	
16- Section 5303 Local 10%	
17- Section 5303 NCDOT 10%	
18- Section 5303 FTA 80%	
19- Section 5307-FY 11 Transit - Local 10%	\$ 1,200
20- Section 5307-FY11 Transit - NCDOT 10%	\$ 1,200
2 1- Section 5307-FY11 Transit - FTA 80%	\$ 9,600

**DURHAM AREA TRANSIT AUTHORITY (DATA)
FTA TASK NARRATIVE TABLE
FY2010-2011 (FY 2011) UPWP**

1- MPO	City of Durham
2- FTA Code	442100
3- Task Code	II-B-10
4- Title	<i>Transit Element of the LRTP</i>
5- Task Objective	To provide needed Transit support for the MPO's LRTP updates
6- Tangible Product Expected	Annual Planning Work program outline and costs associated with them.
7- Expected Completion Date of Products	June-2011
8- Previous Work	2009-10 Planning Work Program.
9- Prior (2010) FTA Funds	\$6,486
10- Relationship	The Planning Work Program is intended to support various MPO planning efforts toward the update of the LRTP
11- Agency	City of Durham, Transportation Department
12- HPR - Highway - NCDOT 20%	
13- HPR - Highway - F11WA 80%	
14- Section 104 (f) PI, Local 20%	
15- Section 104 (f) P I FHWA 80%	
16- Section 5303 Local 10%	
17- Section 5303 NCDOT 10%	
18- Section 5303 FTA 80%	
19- Section 5307 Transit (2011) - Local 10%	\$ 811
20- Section 5307 Transit (2011) - NCDOT 10%	\$ 811
2 1- Section 5307 Transit (2011) -FTA 80%	\$ 6,486
22- Additional Funds - Local 100%	

**DURHAM AREA TRANSIT AUTHORITY (DATA)
FTA TASK NARRATIVE TABLE
FY2010-2011 (FY 2011) UPWP**

1- MPO	City of Durham
2- FTA Code	442400
3- Task Code	II-B-16
4- Title	<i>Financial Planning</i>
5- Task Objective	To prepare and monitor fiscal programs for the City the FTA and the State of North Carolina and ensuring compliance with all financial procedures as well as monitor contracts , grants and invoices
6- Tangible Product Expected	Quarterly and annual financial reports, reports on processed invoices and purchase orders as well as contract payments.
7- Expected Completion Date of Products	June-2011
8- Previous Work	None
9- Prior FTA Funds	None
10- Relationship	
11- Agency	City of Durham, Transportation Department
12- HPR - Highway - NCDOT 20%	
13- HPR - Highway - F11WA 80%	
14- Section 104 (f) PI, Local 20%	
15- Section 104 (f) P I FHWA 80%	
16- Section 5303-FY11 Local 10%	\$ 4,544
17- Section 5303-FY11 NCDOT 10%	\$ 4,544
18- Section 5303-FY11FTA 80%	\$ 36,352
19- Section 5307 Transit - Local 10%	
20- Section 5307 Transit - NCDOT 10%	
21- Section 5307 Transit - FTA 80%	
22- Additional Funds - Local 100%	

**DURHAM AREA TRANSIT AUTHORITY (DATA)
FTA TASK NARRATIVE TABLE
FY2010-2011 (FY 2011) UPWP**

1- MPO	City of Durham
2- FTA Code	442500
3- Task Code	II-B-17
4- Title	<i>Congestion Management</i>
5- Task Objective	To assist the MPO in its congestion management strategies by collecting and providing transit-related data.
6- Tangible Product Expected	Work plan and transit related data in GIS format
7- Expected Completion Date of Products	June-2011
8- Previous Work	Short Range Transportation Development Plan.
9- Prior(2010) FTA Funds	\$12,928
10- Relationship	These activities support local MPO transportation planning effort.
11- Agency	City of Durham, Transportation Department
12- HPR - Highway - NCDOT 20%	
13- HPR - Highway - F11WA 80%	
14- Section 104 (f) PI, Local 20%	
15- Section 104 (f) P I FHWA 80%	
16- Section 5303 Local 10%	
17- Section 5303 NCDOT 10%	
18- Section 5303 FTA 80%	
19- Section 5307(2011) Transit - Local 10%	\$ 1,616
20- Section 5307(2011) Transit - NCDOT 10%	\$ 1,616
21- Section 5307(2011) Transit - FTA 80%	\$12,928
22- Additional Funds - Local 100%	

**DURHAM AREA TRANSIT AUTHORITY (DATA)
FTA TASK NARRATIVE TABLE
FY2010-2011 (FY 2011) UPWP**

1- MPO	City of Durham
2- FTA Code	442500
3- Task Code	III-A
4- Title	<i>Planning Work Program</i>
5- Task Objective	To identify task areas and staff hours needed to complete each task.
6- Tangible Product Expected	Annual Planning Work Program outline and costs associated with them
7- Expected Completion Date of Products	June-2011
8- Previous Work	Planning Work Program.
9- Prior (2010) FTA Funds	\$23,866
10- Relationship	The MPO Work Program is intended to support various planning efforts throughout the City of Durham's Transit System.
11- Agency	City of Durham, Transportation Department
12- HPR - Highway - NCDOT 20%	
13- HPR - Highway - F11WA 80%	
14- Section 104 (f) PI, Local 20%	
15- Section 104 (f) P I FHWA 80%	
16- Section 5303 Local 10%	
17- Section 5303 NCDOT 10%	
18- Section 5303 FTA 80%	
19- Section 5307(2011) Transit - Local 10%	\$ 2,983
20- Section 5307(2011) Transit - NCDOT 10%	\$ 2,983
21- Section 5307(2011) Transit - FTA 80%	\$ 23,866
22- Additional Funds - Local 100%	

**DURHAM AREA TRANSIT AUTHORITY (DATA)
FTA TASK NARRATIVE TABLE
FY2010-2011 (FY 2011) UPWP**

1- MPO	City of Durham
2- FTA Code	442500
3- Task Code	III-B
4- Title	<i>Transportation Improvement</i>
5- Task Objective	To continue the program of developing plans for improving transit service and transportation in general locally.
6- Tangible Product Expected	More efficient plans for improving service and routes locally
7- Expected Completion Date of Products	June-2011
8- Previous Work	Short Range Transportation Development Plan.
9- Prior (2010) FTA Funds	\$1,912
10- Relationship	These activities support local MPO transportation planning effort.
11- Agency	City of Durham, Transportation Department
12- HPR - Highway - NCDOT 20%	
13- HPR - Highway - F11WA 80%	
14- Section 104 (f) PI, Local 20%	
15- Section 104 (f) P I FHWA 80%	
16- Section 5303 Local 10%	
17- Section 5303 NCDOT 10%	
18- Section 5303 FTA 80%	
19- Section 5307 FY11 Transit - Local 10%	\$ 239
20- Section 5307 FY11 Transit - NCDOT 10%	\$ 239
21- Section 5307 FY11 Transit - FTA 80%	\$ 1,912
22- Additional Funds - Local 100%	

**DURHAM AREA TRANSIT AUTHORITY (DATA)
FTA TASK NARRATIVE TABLE
FY2010-2011 (FY 2011) UPWP**

1- MPO	City of Durham
2- FTA Code	442500
3- Task Code	III-C-2
4- Title	<i>Environmental Justice (EJ)</i>
5- Task Objective	To assist the MPO in its transportation outreach to Minorities and those with Limited English Proficiency by updating existing EJ mailing list and providing transit-related data.
6- Tangible Product Expected	Work plan and transit related EJ data
7- Expected Completion Date of Products	June-2011
8- Previous Work	Transportation Improvement Program.
9- Prior (2010) FTA Funds	None
10- Relationship	These activities support local MPO transportation planning effort.
11- Agency	City of Durham, Transportation Department
12- HPR - Highway - NCDOT 20%	
13- HPR - Highway - F11WA 80%	
14- Section 104 (f) PI, Local 20%	
15- Section 104 (f) P I FHWA 80%	
16- Section 5303 Local 10%	
17- Section 5303 NCDOT 10%	
18- Section 5303 FTA 80%	
19- Section 5307 FY11 Transit - Local 10%	\$ 500
20- Section 5307 FY11 Transit - NCDOT 10%	\$ 500
21- Section 5307 FY11 Transit - FTA 80%	\$ 4,000
22- Additional Funds - Local 100%	

**DURHAM AREA TRANSIT AUTHORITY (DATA)
FTA TASK NARRATIVE TABLE
FY2010-2011 (FY 2011) UPWP**

1- MPO	City of Durham
2- FTA Code	442100
3- Task Code	III-C-6
4- Title	<i>Public Involvement</i>
5- Task Objective	To seek out untapped ridership through aggressive marketing tactics. Conduct market surveys and seek new advertising mediums.
6- Tangible Product Expected	Positive customer view of the transit system and increased ridership from nontraditional users.
7- Expected Completion Date of Products	June-2011
8- Previous Work	Significant marketing efforts have been undertaken to improve service and the dissemination of information to the public.
9- Prior FTA Funds	\$42,165
10- Relationship	This information is used in conjunction with Task III-A.
11- Agency	City of Durham, Public Works Department (Transportation)
12- HPR - Highway - NCDOT 20%	
13- HPR - Highway - F11WA 80%	
14- Section 104 (f) PI, Local 20%	
15- Section 104 (f) P I FHWA 80%	
16- Section 5303 Local 10%	
17- Section 5303 NCDOT 10%	
18- Section 5303 FTA 80%	
19- Section 5307 FY11 Transit - Local 10%	\$ 5,271
20- Section 5307 FY11 Transit - NCDOT 10%	\$ 5,271
21- Section 5307 FY11 Transit - FTA 80%	\$ 42,165
22- Additional Funds - Local 100%	

**DURHAM AREA TRANSIT AUTHORITY (DATA)
FTA TASK NARRATIVE TABLE
FY2010-2011 (FY 2011) UPWP**

1- MPO	City of Durham
2- FTA Code	442100
3- Task Code	III-E
4- Title	<i>Management and Operations</i>
5- Task Objective	To prepare all required reports, to attend technical meetings and to continue oversight of the Transit operation.
6- Tangible Product Expected	To remain in compliance with all reporting requirements, to ensure the efficient operation of the transit system and to ensure that public funds are spent in a responsible manner.
7- Expected Completion Date of Products	June-2011
8- Previous Work	Creation of internal procedures to monitor and report transit data and new procedures to monitor financial operations.
9- Prior FTA Funds	\$206,351
10- Relationship	Data retrieved from Transit System Data task II-A-5 also relevant to this task.
11- Agency	City of Durham, Public Works Department (Transportation)
12- HPR - Highway - NCDOT 20%	
13- HPR - Highway - F11WA 80%	
14- Section 104 (f) PI, Local 20%	
15- Section 104 (f) P I FHWA 80%	
16- Section 5303 Local 10%	
17- Section 5303 NCDOT 10%	
18- Section 5303 FTA 80%	
19- Section 5307 FY11 Transit - Local 10%	\$ 25,794
20- Section 5307 FY11 Transit - NCDOT 10%	\$ 25,794
21- Section 5307 FY11 Transit - FTA 80%	\$ 206,351
22- Additional Funds - Local 100%	

CITY OF DURHAM
Anticipated DBE Contracting Opportunities for FY11

Name of MPO: CITY OF DURHAM

Person Completing Form: Felix Nwoko

Telephone Number: 919-560-4366 ext. 36424

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

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.

**Durham-Chapel Hill-Carrboro Urban Area
FY 2010-2011 Unified Planning Work Program
Proposed Funding Source Tables**

Town of Carrboro

2/25/2010 14:45

Task Description	STP-DA 133(b)(3)(7)		Sec. 104(f) PL		Section 5303 Highway/Transit			Section 5307 Transit			Task Funding Summary			
	Local	FHWA	Local	FHWA	Local	NCDOT	FTA	Local	NCDOT	FTA	Local	NCDOT	Federal	Total
	20%	80%	20%	80%	10%	10%	80%	10%	10%	80%				
II A Surveillance of Change														
1 Traffic Volume Counts	0	0	90	360							90	-	360	450
2 Vehicle Miles of Travel	0	0	0	0							-	-	-	-
3 Street System Changes	0	0	0	0							-	-	-	-
4 Traffic Accidents	0	0	48	192							48	-	192	240
5 Transit System Data	0	0	0	0							-	-	-	-
6 Dwelling Unit, Pop. & Emp. Change	0	0	0	0							-	-	-	-
7 Air Travel	0	0	0	0							-	-	-	-
8 Vehicle Occupancy Rates	0	0	0	0							-	-	-	-
9 Travel Time Studies	0	0	60	240							60	-	240	300
10 Mapping	0	0	214	856							214	-	856	1,070
11 Central Area Parking Inventory	0	0	0	0							-	-	-	-
12 Bike & Ped. Facilities Inventory	0	0	48	192							48	-	192	240
13 Bike & Ped. Counts	0	0	240	960							240	-	960	1,200
II B Long Range Transp. Plan														
1 Collection of Base Year Data	0	0	206	824							206	-	824	1,030
2 Collection of Network Data	0	0	210	840							210	-	840	1,050
3 Travel Model Updates	0	0	0	0							-	-	-	-
4 Travel Surveys	0	0	0	0							-	-	-	-
5 Forecast of Data to Horizon year	0	0	74	296							74	-	296	370
6 Community Goals & Objectives	0	0	48	192							48	-	192	240
7 Forecast of Future Travel Patterns	0	0	0	0							-	-	-	-
8 Capacity Deficiency Analysis	0	0	0	0							-	-	-	-
9 Highway Element of th L RTP	0	0	0	0							-	-	-	-
10 Transit Element of the L RTP	0	0	0	0							-	-	-	-
11 Bicycle & Ped. Element of the L RTP	0	0	0	0							-	-	-	-
12 Airport/Air Travel Element of L RTP	0	0	0	0							-	-	-	-
13 Collector Street Element of L RTP	0	0	0	0							-	-	-	-
14 Rail, Water or other mode of L RTP	0	0	0	0							-	-	-	-
15 Freight Movement/Mobility Planning	0	0	0	0							-	-	-	-
16 Financial Planning	0	0	0	0							-	-	-	-
17 Congestion Management Strategies	0	0	240	960							240	-	960	1,200
18 Air Qual. Planning/Conformity Anal.	0	0	0	0							-	-	-	-
II C Short Range Transit Planning														
1 Short Range Transit Planning	0	0	210	840							210	-	840	1,050
III-A Planning Work Program														
	0	0	268	1,072							268	-	1,072	1,340
III-B Transp. Improvement Plan														
	0	0	0	0							-	-	-	-
III-C Cvi Rgts. Cmp./Otr .Reg. Reqs.														
1 Title VI	0	0	0	0							-	-	-	-
2 Environmental Justice	0	0	150	600							150	-	600	750
3 Minority Business Enterprise	0	0	0	0							-	-	-	-
4 Planning for the Elderly & Disabled	0	0	60	240							60	-	240	300
5 Safety/Drug Control Planning	0	0	0	0							-	-	-	-
6 Public Involvement	0	0	496	1,984							496	-	1,984	2,480
7 Private Sector Participation	0	0	0	0							-	-	-	-
III-D Incidental Ping/Project Dev.														
1 Transportation Enhancement Ping.	0	0	0	0							-	-	-	-
2 Enviro. Analysis & Pre-TIP Ping.	0	0	90	360							90	-	360	450
3 Special Studies	0	0	718	2,872							718	-	2,872	3,590
4 Regional or Statewide Planning	0	0	0	0							-	-	-	-
III-E Management & Operations														
1 Management & Operations	0	0	2,206	8,824							2,206	-	8,824	11,030
Totals	\$0	\$0	\$5,676	\$22,704	\$0	\$0	\$0	\$0	\$0	\$0	\$5,676	\$0	\$22,704	\$28,380

**TOWN OF CARRBORO
TASK DESCRIPTIONS & NARRATIVES
FY 2010-2010 UPWP**

Task II-A-1. Traffic Volume Counts

The Town will provide local traffic count data, collected for various local planning purposes, which are relevant to the Congestion Management System and the Triangle Regional Model update. The Town will also conduct additional traffic counts, as needed, specifically for the CMS and TRM update.

Objectives

1. To provide necessary local traffic data for the CMS
2. To provide necessary local traffic data for the TRM update

Previous work

The Town has conducted traffic counts for fulfilling a variety of local planning purposes, such as evaluating traffic calming solutions. Traffic impact analyses and traffic signal warrant studies are two other sources of traffic volume data. Two Mobility Report Cards (2003 and 2005) report vehicular traffic and congestion, as well as pedestrian and bicycle traffic. The 2009 Comprehensive Bicycle Transportation Plan collected bicycle use data through a survey.

Proposed activities

1. Collect traffic data using the Town's pneumatic tube counters.
2. Provide data collected through other planning processes (e.g. traffic impact assessments) to the MPO as needed.

Products

1. Traffic volume data from 2010 or as recent a year as possible.

Relationship to other plans and MPO activities

Data will be used for both the CMS and TRM projects. Counts may be helpful in determining focus areas for TDM strategies. Applications for other planning activities will be determined at a future time.

Proposed budget and level of effort

All work to be completed by Transportation Planner.

Local staff hours: 15 hours

	Local	FHWA	Total
Traffic counts	\$90	\$360	\$450

**TOWN OF CARRBORO
TASK DESCRIPTIONS & NARRATIVES
FY 2010-2010 UPWP**

Task II-A-4. Traffic Accidents

Consistent with accident data collection capacity, the Town will provide local data as needed on accidents for the congestion management system.

Objectives

1. Provide local accident data for the CMS.

Previous work

The 2005 Mobility Report Card collected data on pedestrian and bicyclist safety. The 2009 Comprehensive Bicycle Transportation Plan includes data on bicycle crashes from the NCDOT Traffic Safety Unit.

Proposed activities

1. Submit traffic accident data to the MPO for the CMS.

Products

1. Up-to-date traffic accident data.

Relationship to other plans and MPO activities

Accident data may be relevant for the MPO Safety and Security Plan when it is underway.

Proposed budget and level of effort

All work to be completed by Transportation Planner.

Local staff hours: 8 hours

	Local	FHWA	Total
Traffic accidents	\$48	\$192	\$240

**TOWN OF CARRBORO
TASK DESCRIPTIONS & NARRATIVES
FY 2010-2010 UPWP**

Task II-A-9. Travel Time Studies

The Town will contribute to travel time studies on selected links to contribute information to the CMS and TRM update. Where the Town has conducted local travel time estimates relevant to MPO activities, the Town will share that information as needed.

Objectives

1. To contribute to travel time estimates for the CMS and TRM update.
2. Share results of local travel time estimates with the MPO as needed.

Previous work

Previous LRTP processes have included travel time surveys that collected data to input into the TRM. Locally, the Town has analyzed travel time on selected corridors through two Mobility Report Cards in 2003 and 2005.

Proposed activities

1. Travel time studies (conducted by the MPO)
2. Submission of local travel time estimates through GIS Network Analyst if needed for MPO planning processes.

Products

1. Funding for regional travel time studies for the CMS and TRM update.
2. As needed, local travel time data relevant to MPO activities

Relationship to other plans and MPO activities

Travel time data will be available as needed for other MPO activities.

Proposed budget and level of effort

All work to be completed by Transportation Planner.

Local staff hours: 10 hours

	Local	FHWA	Total
Traffic accidents	\$60	\$240	\$300

**TOWN OF CARRBORO
TASK DESCRIPTIONS & NARRATIVES
FY 2010-2010 UPWP**

Task II-A-10. Mapping

The Town's GIS specialist, along with other planning staff, will assist in developing base maps, GIS layers, and databases that are an integral part of the 2040 LRTP analysis and public display. They will provide, as needed, GIS layers for highway, transit, bike, and pedestrian networks as well as parcel and zonal spatial information.

Objectives

1. To provide GIS data as needed for the 2040 LRTP planning process and the GIS Warehouse Integration and Automation project.
2. To maintain and update transportation-related GIS data for the Town

Previous work

Throughout the year the Town's GIS specialist updates the transportation layers and shape files as new developments are built, modifications to the existing network are made, and plan for the transportation network progress. The Town has contributed to the GIS Warehouse/Integration and Automation project.

Proposed activities

1. GIS data updates on an as-needed basis

Products

1. Up-to-date GIS data

Relationship to other plans and MPO activities

Local GIS data will be submitted as needed for both the 2040 LRTP and GIS Warehouse projects.

Proposed budget and level of effort

Tasks will primarily be completed by the Town's GIS specialist, coordinating with the Town's transportation planner, with possible contributions by other planning staff.

Local staff hours: 30 hours

	Local	FHWA	Total
Mapping	\$214	\$856	\$1,070

**TOWN OF CARRBORO
TASK DESCRIPTIONS & NARRATIVES
FY 2010-2011 UPWP**

Task II-A-12. Bike and Ped Facilities Inventory

The Town will contribute bicycle and pedestrian facility data to the MPO for the 2040 LRTP.

Objectives

1. To enhance the 2040 LRTP's ability to accurately account for bicycle and pedestrian travel by providing up-to-date information on local bike-ped facilities.

Previous work

The Town has collected bicycle and pedestrian facility data from a number of planning processes, including the 2009 Comprehensive Bicycle Transportation Plan, the sidewalk bond program, and two Mobility Report Cards. This should make it relatively straightforward to provide the MPO with accurate data on these facilities.

Proposed activities

1. Submit bicycle and pedestrian facility data to the MPO when needed.

Products

2. Bike-ped facility data.

Relationship to other plans and MPO activities

This information is useful for not only the 2040 LRTP, but also the CTP and CMP processes. It would also be an essential element of a Comprehensive Bicycle/Pedestrian Plan for the MPO. As bicycling and walking are an essential part of Carrboro's transportation system, this information is always relevant for a number of local planning processes.

Proposed budget and level of effort

All work to be completed by Transportation Planner.

Local staff hours: 8 hours

	Local	FHWA	Total
Bike and Ped Facilities Inventory	\$48	\$192	\$240

**TOWN OF CARRBORO
TASK DESCRIPTIONS & NARRATIVES
FY 2010-2011 UPWP**

Task II-A-13. Bike and Ped Counts

The Town will contribute existing bicycle and pedestrian traffic information for the 2040 LRTP and other planning processes as needed. Where more recent data would be helpful, the Town will arrange to conduct additional bicycle and pedestrian counts.

Objectives

1. To enhance the 2040 LRTP's ability to accurately account for bicycle and pedestrian travel by providing up-to-date information on local bike-ped traffic.

Previous work

The Town has collected bicycle and pedestrian traffic data from a number of planning processes, including the 2009 Comprehensive Bicycle Transportation Plan and two Mobility Report Cards.

Proposed activities

1. Submit bicycle and pedestrian traffic data and GIS mapping to the MPO.
2. Conduct additional bike-ped counts where relevant.

Products

1. Bike-ped traffic data.

Relationship to other plans and MPO activities

This information is useful for not only the 2040 LRTP, but also the CTP and CMP processes. It would also be an essential element of a Comprehensive Bicycle/Pedestrian Plan for the MPO. As bicycling and walking are an essential part of Carrboro's transportation system, this information is always relevant for a number of local planning processes.

Proposed budget and level of effort

All work to be completed by Transportation Planner.

Local staff hours: 40 hours

	Local	FHWA	Total
Bike and Ped Counts	\$240	\$960	\$1,200

**TOWN OF CARRBORO
TASK DESCRIPTIONS & NARRATIVES
FY 2010-2011 UPWP**

Task II-B-1. Collection of Base Year Data

The Town will update local base year data and collect any additional data as needed for the 2040 LRTP process.

Objectives

1. To provide up-to-date base year data for the 2040 LRTP process.

Previous Work

This project was included in the 2009-2010 UPWP and is ongoing.

Proposed Activities

1. Update and quality checking of 2005 Base Year calibration data (dwelling units, employment by categories, income, etc).
2. Update, error checking, and verification of 2010 InfoUSA employment and Geocoder
3. Tabulation and quality check of 2010 Validation Year SE data

Products

Updated socioeconomic and demographic data for estimating TAZ-level trip generation and attraction, including population; dwelling units; households; employment by type (number of jobs and establishments); and median income.

Relationship to other plans and MPO activities

Data may be linked with the GIS integration/automation project, the land use model, the non-motorized component of the TRM, and other activities.

Proposed budget and level of effort

All work to be completed by Transportation Planner.

Local staff hours: 30 hours

	Local	FHWA	Total
Collection of Base Year Data	\$206	\$824	\$1,030

**TOWN OF CARRBORO
TASK DESCRIPTIONS & NARRATIVES
FY 2010-2011 UPWP**

Task II-B-2. Collection of Network Data

The Town will provide local capacity information on bicycle and pedestrian facilities and highways for the 2040 LRTP.

Objectives

1. To provide up-to-date network data for the 2040 LRTP process.

Previous work

This project was included in the 2009-2010 UPWP and is ongoing.

Proposed activities

1. Highway network update – include GIS layers and database update of base year, validation year and alternative scenarios.
2. Bicycle and sidewalk networks – include GIS layers and database update of base year, vision and horizon year.

Products

1. Updated bicycle and pedestrian and highway network data as needed.

Relationship to other plans and MPO activities

Data may be linked with the GIS integration/automation project, the land use model, the non-motorized component of the TRM, and other activities.

Proposed budget and level of effort

All work to be completed by Transportation Planner.

Local staff hours: 35 hours

	Local	FHWA	Total
Collection of Network Data	\$210	\$840	\$1,050

**TOWN OF CARRBORO
TASK DESCRIPTIONS & NARRATIVES
FY 2010-2011 UPWP**

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

The Town will contribute to preparatory work at the MPO level on forecasting and scenario planning.

Objectives

1. To prepare for 2040 LRTP forecasting of travel demand.
2. To ensure that forecasts are consistent with local land use plans and zoning

Previous work

Forecasts have been conducted as an essential part of alternatives analyses for previous LRTPs.

Proposed activities

1. At the MPO level, use the Triangle Regional Model to begin the forecasting and scenario planning process for the 2040 horizon year
2. On the local level, provide information as needed to the MPO on local land use plans and other local policies that can be used to validate forecasts for the horizon year

Products

1. GIS layers with socioeconomic and demographic data for the horizon year (2040)

Relationship to other plans and MPO activities

Builds on other LRTP-related tasks, such as base year and network data collection.

Proposed budget and level of effort

All work to be completed by Transportation Planner.

Local staff hours: 10 hours

	Local	FHWA	Total
Forecast of Data to Horizon Year	\$74	\$296	\$370

**TOWN OF CARRBORO
TASK DESCRIPTIONS & NARRATIVES
FY 2010-2011 UPWP**

Task II-B-6. Community Goals

The Town will contribute to MPO-wide community visioning and update of goals, objectives and targets in order to guide the recommendations of the 2040 LRTP and other planning processes.

Objectives

1. To establish goals, objectives, and targets based on sound planning performance measures, public input, and addressing the complex transportation challenges faced by metropolitan regions.

Previous work

Goals, objectives, and targets have guided previous transportation plans and other MPO activities.

Proposed activities

1. Provide input in re-evaluating existing goals and objectives.
2. Contribute to community visioning meetings and other opportunities for public input.
3. Gather local community input on transportation-related topics and relay that input to the MPO.

Products

1. Updated, comprehensive, and forward-thinking goals, objectives, and targets.

Relationship to other plans and MPO activities

Community goals, objectives, and targets are especially relevant to the LRTP, but should be considered in all MPO activities.

Proposed budget and level of effort

All work to be completed by Transportation Planner.

Local staff hours: 8 hours

	Local	FHWA	Total
Community Goals	\$48	\$192	\$240

**TOWN OF CARRBORO
TASK DESCRIPTIONS & NARRATIVES
FY 2010-2011 UPWP**

Task II-B-17. Congestion Management Strategies

The MPO will develop a work plan and data collection strategies for the MPO-wide CMS. The Town will contribute funding as needed for moving this process forward. The Town will also continue to promote TDM strategies and collaborate with Chapel Hill on joint TDM projects.

Objectives

1. To participate in MPO CMS activities.
2. To continue to promote TDM as a congestion management strategy and collaborate with Chapel Hill and the region on TDM.

Previous work

The CMS project has been ongoing. Carrboro has partnered in the past with Chapel Hill and regional groups to hold TDM events.

Proposed activities

1. Contribute to MPO CMS meetings
2. Participate in regional TDM events, such as the SmartCommute challenge and Bike to Work Week.
3. Conduct additional outreach to local business owners regarding TDM.
4. Assess the feasibility of holding carfree periods on selected streets on a regular basis.

Products

1. TDM events.
2. Data and input from local businesses.

Relationship to other plans and MPO activities

Congestion management is an important element in the LRTP process. Connections to local planning processes include the Safe Routes to School Action plan and associated Walk to School Days.

Proposed budget and level of effort

All work to be completed by Transportation Planner.

Local staff hours: 40 hours

	Local	FHWA	Total
Congestion Management Strategies	\$240	\$960	\$1,200

**TOWN OF CARRBORO
TASK DESCRIPTIONS & NARRATIVES
FY 2010-2011 UPWP**

Task II-C-1. Short Range Transit Planning.

The Town will participate in short-range transit planning for the Carrboro-Chapel Hill area. Through the Transit Partners Committee, the Town will provide input on the Chapel Hill Transit Short Range Transit Plan. The Town will collaborate with Triangle Transit where necessary and with the Town of Chapel Hill in coordinating the annual Transit Forum.

Objectives

1. To ensure that Carrboro's transit interests are represented in Chapel Hill Transit planning, capital investment, and operations.
2. To continue to work with Chapel Hill Transit on new initiatives, short range planning, and troubleshooting.

Previous work

Carrboro staff attends the monthly meetings for Chapel Hill Transit as well as other local transit meetings as needed. Carrboro staff works with Chapel Hill Transit staff to address Carrboro transit riders' interests. In late 2009/early 2010, Carrboro and Chapel Hill held concurrent public review processes for the 2035 Long Range Transit Plan. In 2008, Carrboro hosted the annual transit forum.

Proposed activities

1. Participate in monthly transit meetings
2. Continue to communicate with the Transit Partners Committee and Chapel Hill Transit staff on relevant issues.
3. Participate in the development of the Short Range Transit Plan.

Products

N/A

Relationship to other plans and MPO activities

Data collected during the short range transit planning process may inform the 2040 LRTP.

Proposed budget and level of effort:

All work to be completed by Transportation Planner.

Local staff hours: 35 hours

	Local	FHWA	Total
Short Range Transit Planning	\$210	\$840	\$1,050

**TOWN OF CARRBORO
TASK DESCRIPTIONS & NARRATIVES
FY 2010-2011 UPWP**

Task III-A. Planning Work Program

The Town will administer the FY 2010-2011 UPWP and prepare and process amendments as needed. It will evaluate transportation planning work needed and emphasis areas and prepare the FY 2011-2012 UPWP.

Objectives

1. To implement Carrboro's 2010-2011 UPWP activities
2. To be ready for amendments to the UPWP if necessary
3. To submit the 2011-2012 UPWP to the MPO

Previous work

Town staff have prepared UPWPs each year and tracked the completion of UPWP 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.

Proposed activities

1. Evaluate progress on implementing the 2010-2011 UPWP
2. Prepare Carrboro's 2011-2012 UPWP documents and budget

Products

1. Quarterly progress reports and invoices to the MPO on UPWP activities
2. Carrboro's 2011-2012 UPWP activities narrative and budget

Relationship to other plans and MPO activities

The UPWP is a way to plan the amount and nature of work to be undertaken for various planning tasks and track progress toward achieving planning goals.

Proposed budget and level of effort

All work to be completed by Transportation Planner.

Local staff hours: 45 hours

	Local	FHWA	Total
Planning Work Program	\$268	\$1,072	\$1,340

**TOWN OF CARRBORO
TASK DESCRIPTIONS & NARRATIVES
FY 2010-2011 UPWP**

Task III-C-2. Environmental Justice (EJ) and Limited English Proficiency

The Town will conduct outreach to disadvantaged groups and residents with limited English proficiency. It will update demographic data as needed so that up-to-date information can inform planning processes.

Objectives

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 decisions
3. Assure that low-income and minority groups receive a proportionate share of benefits resulting from transportation decisions made by the MPO
4. Support progress toward the development of a regional Environmental Justice Plan.

Previous work

The Town has incorporated environmental justice principles into recent and ongoing planning processes. For example, development of the Town's Comprehensive Bicycle Transportation Plan included translated public workshop advertising materials.

Proposed activities

1. Ensure that environmental justice principles inform any planning process related to disadvantaged or limited-English-proficiency citizens.
2. Provide demographic data necessary for MPO-level environmental justice activities.
3. Conduct a public input process via one or more community meetings with predominantly lower-income, minority residents near Estes Dr. Ext. to gauge their ideas for improved bicycle and pedestrian access to important destinations.
4. Continue planning process

Products

1. Demographic data as needed for MPO-level environmental justice activities
2. Recommendations to local elected officials for access improvements for predominantly lower-income, minority residents near Estes Dr. Ext.

Relationship to other plans and MPO activities

Environmental justice should be considered in all activities that are deemed to have a potential effect on disadvantaged/minority communities.

Proposed budget and level of effort

Tasks will primarily be completed by the Transportation Planner with possible contributions by other planning staff.

Local staff hours: 25 hours

	Local	FHWA	Total
Environmental Justice	\$150	\$600	\$750

**TOWN OF CARRBORO
TASK DESCRIPTIONS & NARRATIVES
FY 2010-2011 UPWP**

Task III-C-4. Planning for the Elderly and Disabled

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

Objectives

1. 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.

Proposed activities

1. Continue to address transportation concerns of elderly and disabled.
2. Make planning information more accessible to elderly and disabled residents.

Products

N/A

Proposed budget and level of effort

Tasks will be completed primarily by the Transportation Planner with possible contributions by other planning staff.

Local staff hours: 10 hours

	Local	FHWA	Total
Planning for the Elderly and Disabled	\$60	\$240	\$300

**TOWN OF CARRBORO
TASK DESCRIPTIONS & NARRATIVES
FY 2010-2011 UPWP**

Task III-C-6. Public Involvement

The Town will continue to provide for an open exchange of information and ideas between the public and transportation decision-makers. The Town will work to increase public participation in transportation planning issues at the local and regional (MPO) levels.

Objectives

1. To provide opportunities for the public to contribute to the planning of local and regional transportation facilities.

Previous work

In 2009-2010, the Town held two greenways workshops – one for the Bolin Creek Greenway and another for the Morgan Creek Greenway. The Town also facilitated a public input process – including a public meeting with advisory boards – to review the Chapel Hill and Carrboro 2035 Long Range Transit Plan. Finally, the Town held a kickoff meeting for its Safe Routes to School Action Plan development.

Proposed activities

1. Annual transit forum
2. Continued public input process for the Bolin Creek Greenway
3. Safe Routes to School Action Plan committee review meeting and plan adoption
4. Community meetings on Estes Dr. ped-bike access and Old Carrboro traffic circulation planning (these meetings may occur in FY 2010).
5. Public input processes associated with MPO activities such as the 2040 LRTP, etc.

Products

1. Summaries from all public input workshops

Relationship to other plans and MPO activities

Public involvement is a key to most MPO activities and local planning processes.

Proposed budget and level of effort

Tasks will be completed by the Transportation Planner and Planning Administrator, with possible contributions by other planning staff.

Local staff hours: 72 hours

	Local	FHWA	Total
Public Involvement	\$496	\$1,984	\$2,480

**TOWN OF CARRBORO
TASK DESCRIPTIONS & NARRATIVES
FY 2010-2011 UPWP**

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

The Town will complete environmental documentation for several transportation projects. This may include public comments, public meetings, scoping meetings, site visits, and related activities.

Objectives

1. To complete, commence, and-or assist with necessary environmental impact documentation for several transportation projects expected to be underway in FY 2011.

Previous work

The Town has participated in reviewing the community impact assessments for various TIP projects.

Proposed activities

1. Complete, commence, and-or assist with environmental documentation for the Wilson Park Multi-use Path (STP-DA), Rogers Rd. sidewalk (STP-DA), the Morgan Creek Greenway, and (if in FY2011) a section of the Bolin Creek Greenway.
2. Participate in any state-level environmental analysis processes related to Carrboro transportation projects that occur in FY 2011.

Products

1. Environmental documentation (i.e. CE or EA).

Relationship to other plans and MPO activities

N/A

Proposed budget and level of effort

Tasks will be completed primarily by the Transportation Planner with possible contributions by other planning staff.

Local staff hours: 15 hours

	Local	FHWA	Total
Environmental Analysis & Pre-TIP Planning	\$90	\$360	\$450

**TOWN OF CARRBORO
TASK DESCRIPTIONS & NARRATIVES
FY 2010-2011 UPWP**

Task III-D-3. Special Studies

Town staff will continue to conduct and-or refine studies – started or expected to start in FY2010 or earlier – related to local transportation issues, such as traffic circulation in the Old Carrboro neighborhood, Safe Routes to School, and the Bolin Creek Greenway. The Town will contribute as appropriate to MPO-level special studies.

Objectives

1. To coordinate an inclusive and comprehensive public input process on Phases 3 and 4 of the Bolin Creek Greenway, as identified in the Bolin Creek Greenway Conceptual Master Plan.
2. To ensure that new studies reflect public input to the extent practicable and that they inform future planning processes.

Previous work

Consultants completed conceptual plans for the greenways in FY2010. They serve as a basis for phased implementation of the greenways.

Proposed activities

1. Coordinate a public input process for Phases 3 and 4 of the Bolin Creek Greenway, as identified in the Bolin Creek Greenway Conceptual Master Plan.
2. Continue planning for the Old Carrboro traffic circulation plan. This planning is expected to be done in-house with the potential for an external facilitator for a public meeting.
3. Work with the Safe Routes to School Action Plan Team to progress toward the adoption of an action plan in the fall.

Products:

1. Safe Routes to School Action Plan
2. Old Carrboro/Oak Ave. traffic circulation plan
3. Summaries of public meetings on the Bolin Creek Greenway and Estes Dr. bike-ped access
4. Contribution toward MPO-level special studies as necessary

Relationship to other plans and MPO activities

Some data may be shared between planning processes.

Proposed budget and level of effort

Tasks will be completed primarily by the Transportation Planner with possible contributions by other planning staff.

Local staff hours: 115 hours

	Local	FHWA	Total
Special Studies	\$718	\$2,872	\$3,590

FHWA Planning Funds
MPO PL & STP-DA Total

Durham-Chapel Hill-Carrboro Urban Area
FY 2010-2011 Unified Planning Work Program
MPO PL & STP-DA Funding Tables

4/13/2010 11:43

	Task Description	STP-DA Section 133(b)(3)(7)			PL Section 104(f)			Total FHWA Planning Funds		
		Local	FHWA	Total	Local	FHWA	Total	Local	FHWA	Total
		20%	80%	100%	20%	80%	100%	20%	80%	100%
II A	<u>Surveillance of Change</u>									
	1 Traffic Volume Counts	4,725	18,900	23,625	90	360	450	4,815	19,260	24,075
	2 Vehicle Miles of Travel	0	0	0	0	0	0	0	0	0
	3 Street System Changes	0	0	0	0	0	0	0	0	0
	4 Traffic Accidents	825	3,300	4,125	48	192	240	873	3,492	4,365
	5 Transit System Data	13,750	55,000	68,750	0	0	0	13,750	55,000	68,750
	6 Dwelling Unit, Pop. & Emp. Change	3,750	15,000	18,750	3,313	13,250	16,563	7,063	28,250	35,313
	7 Air Travel	125	500	625	325	1,300	1,625	450	1,800	2,250
	8 Vehicle Occupancy Rates	0	0	0	0	0	0	0	0	0
	9 Travel Time Studies	10,960	43,838	54,798	2,385	9,540	11,925	13,345	53,378	66,723
	10 Mapping	5,000	20,000	25,000	5,627	22,506	28,133	10,627	42,506	53,133
	11 Central Area Parking Inventory	1,250	5,000	6,250	0	0	0	1,250	5,000	6,250
	12 Bike & Ped. Facilities Inventory	1,000	4,000	5,000	48	192	240	1,048	4,192	5,240
	13 Bike & Ped. Counts	4,650	18,600	23,250	240	960	1,200	4,890	19,560	24,450
II B	<u>Long Range Transp. Plan</u>									
	1 Collection of Base Year Data	9,000	36,000	45,000	2,706	10,824	13,530	11,706	46,824	58,530
	2 Collection of Network Data	1,825	7,300	9,125	960	3,840	4,800	2,785	11,140	13,925
	3 Travel Model Updates	46,610	186,440	233,050	5,000	20,000	25,000	51,610	206,440	258,050
	4 Travel Surveys	0	0	0	0	0	0	0	0	0
	5 Forecast of Data to Horizon year	3,550	14,200	17,750	3,752	15,006	18,758	7,302	29,206	36,508
	6 Community Goals & Objectives	5,250	21,000	26,250	2,998	11,992	14,990	8,248	32,992	41,240
	7 Forecast of Future Travel Patterns	0	0	0	250	1,000	1,250	250	1,000	1,250
	8 Capacity Deficiency Analysis	2,450	9,800	12,250	0	0	0	2,450	9,800	12,250
	9 Highway Element of th LRTP	250	1,000	1,250	0	0	0	250	1,000	1,250
	10 Transit Element of the LRTP	250	1,000	1,250	750	3,000	3,750	1,000	4,000	5,000
	11 Bicycle & Ped. Element of the LRTP	9,500	38,000	47,500	2,500	10,000	12,500	12,000	48,000	60,000
	12 Airport/Air Travel Element of LRTP	0	0	0	0	0	0	0	0	0
	13 Collector Street Element of LRTP	750	3,000	3,750	0	0	0	750	3,000	3,750
	14 Rail, Water or other mode of LRTP	250	1,000	1,250	125	500	625	375	1,500	1,875
	15 Freight Movement/Mobility Planning	3,500	14,000	17,500	1,100	4,400	5,500	4,600	18,400	23,000
	16 Financial Planning	0	0	0	750	3,000	3,750	750	3,000	3,750
	17 Congestion Management Strategies	15,500	62,000	77,500	3,558	14,230	17,788	19,058	76,230	95,288
	18 Air Qual. Planning/Conformity Anal.	3,125	12,500	15,625	1,675	6,700	8,375	4,800	19,200	24,000
II C	<u>Short Range Transit Planning</u>									
	1 Short Range Transit Planning	5,500	22,000	27,500	460	1,840	2,300	5,960	23,840	29,800
III-A	<u>Planning Work Program</u>	1,250	5,000	6,250	5,268	21,072	26,340	6,518	26,072	32,590
III-B	<u>Transp. Improvement Plan</u>	1,250	5,000	6,250	8,513	34,050	42,563	9,763	39,050	48,813
III-C	<u>Cvl Rgts. Cmp./Otr .Reg. Reqs.</u>									
	1 Title VI	0	0	0	0	0	0	0	0	0
	2 Environmental Justice	1,425	5,700	7,125	1,650	6,600	8,250	3,075	12,300	15,375
	3 Minority Business Enterprise	3,250	13,000	16,250	0	0	0	3,250	13,000	16,250
	4 Planning for the Elderly & Disabled	4,250	17,000	21,250	310	1,240	1,550	4,560	18,240	22,800
	5 Safety/Drug Control Planning	2,750	11,000	13,750	0	0	0	2,750	11,000	13,750
	6 Public Involvement	7,850	31,400	39,250	3,821	15,284	19,105	11,671	46,684	58,355
	7 Private Sector Participation	1,000	4,000	5,000	0	0	0	1,000	4,000	5,000
III-D	<u>Incidental Plng./Project Dev.</u>									
	1 Transportation Enhancement Plng.	0	0	0	0	0	0	0	0	0
	2 Enviro. Analysis & Pre-TIP Plng.	13,500	54,000	67,500	2,090	8,360	10,450	15,590	62,360	77,950
	3 Special Studies	96,460	385,840	482,300	1,943	7,772	9,715	98,403	393,612	492,015
	4 Regional or Statewide Planning	19,375	77,500	96,875	867	3,468	4,335	20,242	80,968	101,210
III-E	<u>Management & Operations</u>									
	1 Management & Operations	65,478	261,910	327,388	25,392	101,566	126,958	90,869	363,476	454,345
Totals		371,182	1,484,728	1,855,910	88,511	354,044	442,555	459,693	1,838,772	2,298,465

**TOWN OF CARRBORO
TASK DESCRIPTIONS & NARRATIVES
FY 2010-2011 UPWP**

Task III-E. Management and Operations

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

Objectives

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

Previous work

Similar to proposed activities described below

Proposed activities

1. Attend and participate in TAC and TCC meetings
2. Preparing quarterly progress reports/invoices and documenting expenditures for planning work items
3. Staff development through professional training courses, seminars, and conferences
4. Subscriptions to professional publications and professional organizational dues
5. Acquire needed software, books, and other materials
6. Facilitate local transportation advisory board meetings by creating agendas, minutes, and staff reports
7. Prepare materials and present to the local elected officials related to local and regional transportation planning topics
8. Attend and participate in MPO subcommittee meetings

Products

1. Staff reports for Board of Aldermen and advisory board meetings

Relationship to other plans and MPO activities

See objectives and proposed activities.

Proposed budget and level of effort

Tasks will be completed by the Transportation Planner and Planning Administrator, with possible contributions by other planning staff.

Local staff hours: 345 hours

	Local	FHWA	Total
Management and Operations	\$2,206	\$8,824	\$11,030

Town of Chapel Hill

4/13/2010 11:24

**Durham-Chapel Hill-Carrboro Urban Area
FY 2010-2011 Unified Planning Work Program
Proposed Funding Source Tables**

	Task Description	STP-DA		Sec. 104(f)		Section 5303			Section 5307			Task Funding Summary					
		133(b)(3)(7)		PL		Highway/Transit			Transit			Local	NCDOT	Federal	Total		
		Local 20%	FHWA 80%	Local 20%	FHWA 80%	Local 10%	NCDOT 10%	FTA 80%	Local 10%	NCDOT 10%	FTA 80%						
II-A	Surveillance of Change																
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	12,500	50,000	0	0	1,250	1,250	10,000	0	0	0	0	13,750	1,250	60,000	75,000	75,000
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	625	625	5,000	0	0	0	0	625	625	5,000	6,250	6,250
10	Mapping	0	0	2,500	10,000	2,500	2,500	20,000	0	0	0	0	5,000	2,500	30,000	37,500	37,500
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	-	-	-	-	-
II-B	Long Range Transp. Plan																
1	Collection of Base Year Data	0	0	2,500	10,000	1,250	1,250	10,000	0	0	0	0	3,750	1,250	20,000	25,000	25,000
2	Collection of Network Data	0	0	750	3,000	1,250	1,250	10,000	0	0	0	0	2,000	1,250	13,000	16,250	16,250
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	2,500	10,000	0	0	0	0	0	0	0	2,500	-	10,000	12,500	12,500
6	Community Goals & Objectives	0	0	500	2,000	0	0	0	0	0	0	0	500	-	2,000	2,500	2,500
7	Forecast of Future Travel Patterns	0	0	0	0	625	625	5,000	0	0	0	0	625	625	5,000	6,250	6,250
8	Capacity Deficiency Analysis	0	0	0	0	0	0	0	0	0	0	0	-	-	-	-	-
9	Highway Element of th L RTP	0	0	0	0	0	0	0	0	0	0	0	-	-	-	-	-
10	Transit Element of the L RTP	0	0	750	3,000	625	625	5,000	0	0	0	0	1,375	625	8,000	10,000	10,000
11	Bicycle & Ped. Element of the L RTP	0	0	0	0	0	0	0	0	0	0	0	-	-	-	-	-
12	Airport/Air Travel Element of L RTP	0	0	0	0	0	0	0	0	0	0	0	-	-	-	-	-
13	Collector Street Element of L RTP	0	0	0	0	0	0	0	0	0	0	0	-	-	-	-	-
14	Rail, Water or other mode of L RTP	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	625	2,500	0	0	0	0	0	0	0	625	-	2,500	3,125	3,125
18	Air Qual. Planning/Conformity Anal.	0	0	0	0	0	0	0	0	0	0	0	-	-	-	-	-
II-C	Short Range Transit Planning																
1	Short Range Transit Planning	5,500	22,000	250	1,000	0	0	0	8,000	8,000	64,000	13,750	8,000	87,000	108,750	108,750	108,750
III-A	Planning Work Program	1,250	5,000	250	1,000	161	161	1,288	0	0	0	1,661	161	7,288	9,110	9,110	9,110
III-B	Transp. Improvement Plan	1,250	5,000	0	0	250	250	2,000	0	0	0	1,500	250	7,000	8,750	8,750	8,750
III-C	Cvl Rgts. Cmp./Otr .Reg. Reqs.																
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	3,250	13,000	0	0	0	0	0	0	0	0	3,250	-	13,000	16,250	16,250	16,250
4	Planning for the Elderly & Disabled	4,250	17,000	0	0	0	0	0	0	0	0	4,250	-	17,000	21,250	21,250	21,250
5	Safety/Drug Control Planning	2,750	11,000	0	0	0	0	0	0	0	0	2,750	-	11,000	13,750	13,750	13,750
6	Public Involvement	2,000	8,000	0	0	0	0	0	0	0	0	2,000	-	8,000	10,000	10,000	10,000
7	Private Sector Participation	1,000	4,000	0	0	0	0	0	0	0	0	1,000	-	4,000	5,000	5,000	5,000
III-D	Incidental Plng./Project Dev.																
1	Transportation Enhancement Plng.	0	0	0	0	0	0	0	0	0	0	0	-	-	-	-	-
2	Enviro. Analysis & Pre-TIP Plng.	12,000	48,000	0	0	0	0	0	0	0	0	12,000	-	48,000	60,000	60,000	60,000
3	Special Studies	18,000	72,000	0	0	563	563	4,500	0	0	0	18,563	563	76,500	95,625	95,625	95,625
4	Regional or Statewide Planning	10,000	40,000	617	2,468	625	625	5,000	0	0	0	11,242	625	47,468	59,335	59,335	59,335
III-E	Management & Operations																
1	Management & Operations	37,500	150,000	4,500	18,000	3,944	3,944	31,553	3,003	3,003	24,024	48,947	6,947	223,577	279,471	279,471	279,471
Totals		\$111,250	\$445,000	\$15,742	\$62,968	\$13,668	\$13,668	\$109,341	\$11,003	\$11,003	\$88,024	\$151,663	\$24,671	\$705,333	\$881,666	\$881,666	\$881,666

**CHAPEL HILL
TASK DESCRIPTIONS & NARRATIVES
FY 2010-2011 UPWP**

Task II-A-5: Transit System Data

To collect and analyze transit ridership data for the Chapel Hill Transit system for use in the development of the 2040 Long Range Transportation Plan. To maintain and modify maps of Chapel Hill Transit routes using GIS technology. Chapel Hill Transit will use GIS maps to analyze ridership and travel data and mapping to provide public information.

Objectives:

1. Identify strengths and weaknesses of service by route routes; prepare route schedules; and
2. Analyze ridership and travel data,

Previous Work:

Collection and analysis of transit system ridership and operating information.

Proposed Activities:

Monitoring of information collected from transit system APCs and Nextbus.

Products:

Ridership data and route analysis.

Completion Date:

June 2011.

Proposed Budget and Level of Effort (Staff and/or Consulting):

Tasks will be completed by Chapel Hill Planning and Transit staff.
Staff effort – 1,660 person hours

FHWA Funds

FTA Transit/Highway Funds

STP-DA Funds

	Federal	Local	Total
Chapel Hill	0	0	0
Total	0	0	0

	Federal	State	Local	Total
Chapel Hill	10,000	1,250	1,250	12,500
Total	10,000	1,250	1,250	12,500

	Federal	Local	Total
Chapel Hill	50,000	12,500	62,500
Total	50,000	12,500	62,500

Funding Commitments from Other Entities:

None.

**CHAPEL HILL
TASK DESCRIPTIONS & NARRATIVES
FY 2010-2011 UPWP**

Task II-A-9: Travel Time Studies

To collect information on transportation travel times along specific corridors in Chapel Hill. This information will be used to support the development of the 2040 Long Range Transit Plan.

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Objectives:

1. Collect and analyze travel time information.
2. Provide information for use in the Triangle Regional Model.

Previous Work:

Collection of travel time information for 2007 Mobility Report Card

Proposed Activities:

Collect travel time information along specific transportation corridors
Review information and submit to DCHC MPO

Products:

Travel time data for use in the TRM.

Relationship to Other Plans and MPO Activities:

This information will support the development of the 2040 Long Range Transportation Plan and the Chapel Hill Transit Short Range Transit Plan.

Completion Date:

June 2011.

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

Tasks will be completed by Chapel Hill Planning and Transit staff.
Staff effort – 140 person hours

FHWA Funds				FTA Transit/Highway Funds				STP-DA Funds				
	Federal	Local	Total		Federal	State	Local	Total		Federal	Local	Total
Chapel Hill	0	0	0	Chapel Hill	5,000	625	625	6,250	Chapel Hill	0	0	0
Total	0	0	0	Total	5,000	625	625	6,500	Total	0	0	0

Funding Commitments from Other Entities: None.

CHAPEL HILL TASK DESCRIPTIONS & NARRATIVES FY 2010-2011 UPWP

Task II-A-10: Mapping

To prepare, modify and maintain maps related to the Chapel Hill transportation network. Chapel Hill will use GIS technology to collect and analyze information on transportation facilities and system usage. The mapping will support local and regional transportation planning, including CMS and the development of the 2040 LRTP.

The Town will continue to update GIS mapping databases and prepare maps for various initiatives. The mapping will include highway, transit, bicycle and pedestrian data.

Objectives:

1. Maintain existing GIS databases
2. Provide information for development of CMS and 2040 plans
3. Improve transit routes and scheduling; and

Previous Work:

1. Mapping related to development of 2035 DCHC LRTP
2. Preparation of mapping for Chapel Hill Transit
3. Maps for various local and regional projects

Proposed Activities:

1. Update transit system maps.
2. Update GIS database.
3. Prepare maps as necessary.

Products:

1. Updated transportation system maps.
2. New mapping for local and regional projects.

Relationship to Other Plans and MPO Activities:

This mapping will be used to support the recommendations of the 2035 Long Range Transportation Plan, development of the 2010 CMS, Chapel Hill Transit Short Range Transit Plan and 2040 Long Range Transit Plan.

Completion Date:

June 2011.

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

Tasks will be completed by Chapel Hill Planning and Transit staff.

Staff effort – 830 person hours

FHWA Funds				FTA Transit/Highway Funds				STP-DA Funds				
	Federal	Local	Total		Federal	State	Local	Total		Federal	Local	Total
Chapel Hill	10,000	2,500	12,500	Chapel Hill	20,000	2,500	2,500	25,000	Chapel Hill			

Funding Commitments from Other Entities: None.

**CHAPEL HILL
TASK DESCRIPTIONS & NARRATIVES
FY 2010-2011 UPWP**

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

The Town will collect and analyze 2010 base year socio economic and transportation data for use in the 2040 Long Range Transit Plan.

Objectives:

1. Provide socio economic data for use in the 2040 LRTP.
2. Confirm accuracy of housing and employment information

Previous Work:

1. Development of 2035 LRTP transit element.
2. Development of Chapel Hill Long Range Transit Plan
3. Staff assistance to STAC

Proposed Activities:

1. Coordinate with MPO to review and revise employment data
2. Expand housing data to new 2010 base year

Products:

1. 2010 base year socio economic data

Relationship to Other Plans and MPO Activities:

CMS and 2040 LRTP

Completion Date:

January, 2011

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

Tasks will be undertaken by Chapel Hill planning staff.
Staff effort – 550 person hours

FHWA Funds				FTA Transit/Highway Funds				STP-DA Funds				
	Federal	Local	Total		Federal	State	Local	Total		Federal	Local	Total
Chapel Hill	10,000	2,500	12,500	Chapel Hill	10,000	1,250	1,250	12,500	Chapel Hill	0	0	0
Total	10,000	2,500	12,500	Total	10,000	1,250	1,250	12,500	Total	0	0	0

Funding Commitments from Other Entities: None.

**CHAPEL HILL
TASK DESCRIPTIONS & NARRATIVES
FY 2010-2011 UPWP**

Task II-B-2: Collection of Network Data

The Town will undertake the collection of information on the transportation system, including traffic counts, transit ridership and performance information, bicycle and pedestrian activity.

Objectives:

1. Update transportation information for use in the 2040 LRTP and CMS

Previous Work:

1. Preparation of network data for 2035 LRTP

Proposed Activities:

1. Work with the MPO to identify data required
2. Work with Town Engineering and Transit staff to collect necessary data
3. Revise networks as necessary

Products:

1. Revised transportation networks for use in 2040 LRTP and CMS

Relationship to Other Plans and MPO Activities:

2040 LRTP and 2010 CMS

Completion Date:

January, 2011

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

Tasks will be undertaken by Chapel Hill planning and transit staff.
Staff effort – 360 person hours

FHWA Funds				FTA Transit/Highway Funds					STP-DA Funds			
	Federal	Local	Total		Federal	State	Local	Total		Federal	Local	Total
Chapel Hill	3,000	750	3,750	Chapel Hill	10,000	1,250	1,250	12,500	Chapel Hill	0	0	0
Total	3,000	750	3,750	Total	10,000	1,250	1,250	12,500	Total	0	0	0

Funding Commitments from Other Entities: None.

**CHAPEL HILL
TASK DESCRIPTIONS & NARRATIVES
FY 2010-2011 UPWP**

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

The Town will prepare forecast of socio economic data to 2040 for use in the development of the 2040 LRTP.

Objectives:

1. Prepare 2040 projections of housing and employment.

Previous Work:

1. Preparation of projections for 2035 LRTP

Proposed Activities:

1. Work with the MPO to identify data required
2. Work with Town Engineering and Transit staff to collect necessary data
3. Revise networks as necessary

Products:

2. Revised transportation networks for use in 2040 LRTP and CMS

Relationship to Other Plans and MPO Activities:

2040 LRTP and 2010 CMS

Completion Date:

January, 2011

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

Tasks will be undertaken by Chapel Hill planning and transit staff.
Staff effort – 415 person hours

FHWA Funds				FTA Transit/Highway Funds				STP-DA Funds				
	Federal	Local	Total		Federal	State	Local	Total		Federal	Local	Total
Chapel Hill	10,000	2,500	12,500	Chapel Hill	5,000	625	625	6,250	Chapel Hill	0	0	0
Total	10,000	2,500	12,500	Total	5,000	625	625	6,250	Total	0	0	0

Funding Commitments from Other Entities: None.

**CHAPEL HILL
TASK DESCRIPTIONS & NARRATIVES
FY 2010-2011 UPWP**

Task II-B-6: Community Goals and Objectives

The Town will review and adopt community goals and objectives to guide the development of the 2040 LRTP.

Objectives:

1. Prepare 2040 goals and objectives.

Previous Work:

1. Preparation of 2035 goals and objectives

Proposed Activities:

1. Review 2035 goals and objectives and prepare modifications
2. Coordinate with MPO staff on regional goals and objectives

Products:

1. Revised 2040 goals and objectives
- 2.

Relationship to Other Plans and MPO Activities:

2040 LRTP and 2010 CMS

Completion Date:

January, 2011

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

Tasks will be undertaken by Chapel Hill planning and transit staff.
Staff effort – 60 person hours

FHWA Funds				FTA Transit/Highway Funds					STP-DA Funds			
	Federal	Local	Total		Federal	State	Local	Total		Federal	Local	Total
Chapel Hill	2,000	500	2,500	Chapel Hill					Chapel Hill	0	0	0
Total	2,000	500	2,500	Total					Total	0	0	0

Funding Commitments from Other Entities: None.

**CHAPEL HILL
TASK DESCRIPTIONS & NARRATIVES
FY 2010-2011 UPWP**

Task II-B-10: Transit Element of Long Range Transit Plan

The Town will work with the DCHC MPO and Triangle Transit to develop a revised transit element for the 2040 LRTP. The Town will also work to implement the transit elements of the adopted 2035 LRTP.

Objectives:

6. Prepare revised transit element for 2040 LRTP
7. Implement adopted 2035 LRTP transit element

Previous Work:

5. Development of 2035 transit element
6. Development of STAC Plan
7. Development of Orange County Transit Plan

Proposed Activities:

6. Coordinate with DCHC MPO and Triangle Transit to review adopted 2035 transit element and revise as necessary for incorporation into 2040 LRTP.
7. Continue coordination with Triangle Transit on Orange County Transit Plan

Products:

5. Revised transit element for incorporation into 2040 LRTP

Relationship to Other Plans and MPO Activities:

Transit plan will support development of NC54 Corridor Study.

Completion Date:

June, 2011.

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

Tasks will be undertaken by Chapel Hill staff.
Staff effort – 225 person hours

FHWA Funds				FTA Transit/Highway Funds					STP-DA Funds			
	Federal	Local	Total		Federal	State	Local	Total		Federal	Local	Total
Chapel Hill	3,000	750	3,750	Chapel Hill	5,000	625	625	6,250	Chapel Hill	0	0	0
Total	3,000	750	3,750	Total	5,000	625	625	6,250	Total	0	0	0

Funding Commitments from Other Entities: None.

**CHAPEL HILL
TASK DESCRIPTIONS & NARRATIVES
FY 2010-2011 UPWP**

Task II-B-17: Congestion Management Strategies

The Town will work with the DCHC MPO to prepare a DCHC 2010 congestion management study analysis and recommendations.

Objectives:

1. Coordinate the preparation of the Chapel Hill/Orange County portion of the DCHC 2010 Congestion Management Study.

Previous Work:

1. Chapel Hill Carrboro Mobility Report Cards

Proposed Activities:

1. Coordinate with DCHC MPO staff to collect base and analyze base transportation data and develop recommendations.

Products:

1. 2010 DCHC CMS

Relationship to Other Plans and MPO Activities:

2010 CMS will provide information to be used in the development of the 2040 LRTP and implementation of elements of the adopted 2035 LRTP.

Completion Date:

June, 2011.

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

Tasks will be undertaken by Chapel Hill staff.
Staff effort – 135 person hours

FHWA Funds				FTA Transit/Highway Funds					STP-DA Funds			
	Federal	Local	Total		Federal	State	Local	Total		Federal	Local	Total
Chapel Hill	2,500	625	3,125	Chapel Hill					Chapel Hill	0	0	0
Total	2,500	625	3,125	Total					Total	0	0	0

Funding Commitments from Other Entities: None.

**CHAPEL HILL
TASK DESCRIPTIONS & NARRATIVES
FY 2010-2011 UPWP**

Task II-C-1: Short Range Transit Plan

To develop and monitor the annual planning work program. To gather system performance data, conduct and analyze system development of a 5-7 year plan in consideration with the Long Range Transit Plan, including financial and capital projections.

Various internal management studies will be performed throughout the year to guide CHT in efficiently managing the transit system and increasing ridership.

Objectives:

1. To support various regional planning efforts, and
2. To develop financial and capital projections.

Previous Work:

1. Annual gathering of system performance data.

Proposed Activities:

1. Annual service and route evaluation.
2. Provide staff support for the implementation of transit capital projects.
3. To provide continued staff support for ongoing TIP and the LRTP.

Products:

1. 2010-2011 Planning Work Program.
2. Short Range Transit Plan.

Relationship to Other Plans and MPO Activities:

The Planning Work Program supports various regional planning efforts.

Completion Date:

June 2011.

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

The task will be undertaken by CHT staff.
Staff effort – 2,400 person hours

FHWA Funds				FTA Transit/Highway Funds					STP-DA Funds			
	Federal	Local	Total		Federal	State	Local	Total		Federal	Local	Total
Chapel Hill	0	0	0	Chapel Hill	64,000	8,000	8,000	80,000	Chapel Hill	22,000	5,500	27,500
Total	0	0	0	Total	64,000	8,000	8,000	80,000	Total	22,000	5,500	27,500

Funding Commitments from Other Entities: None.

**CHAPEL HILL
TASK DESCRIPTIONS & NARRATIVES
FY 2010-2011 UPWP**

Task III-A: Planning Work Program

Town staff will monitor implementation of the adopted Planning Work Program and prepare the 2010-2011 Planning Work Program.

Objectives:

4. To monitor implementation of the adopted Planning Work Program;

Previous Work:

6. Development of the 2011-12 PWP.

Proposed Activities:

4. Monitor elements of the adopted 2010-11 PWP.
5. Prepare 2011-12 PWP.

Products:

6. 2011-12 PWP.

Relationship to Other Plans and MPO Activities

Support all other planning activities.

Completion Date:

June, 2011.

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

Tasks will be undertaken by Chapel Hill staff.
Staff effort – 200 person hours

FHWA Funds				FTA Transit/Highway Funds				STP-DA Funds				
	Federal	Local	Total		Federal	State	Local	Total		Federal	Local	Total
Chapel Hill	1,000	250	1,250	Chapel Hill	1,288	161	161	1,610	Chapel Hill	5,000	1,250	6,250
Total	1,000	250	1,250	Total	1,288	161	161	1,610	Total	5,000	1,250	6,250

Funding Commitments from Other Entities: None.

**CHAPEL HILL
TASK DESCRIPTIONS & NARRATIVES
FY 2010-2011 UPWP**

Task III-B-Transportation Improvement Program

Chapel Hill will monitor the implementation of the 2011-2017 TIP and prepare a revised 5 year Transit Capital Program.

Objectives:

3. To monitor implementation of 2011-2017 TIP
4. Prepare amendments to the adopted TIP as necessary
5. Prepare revised five year Transit Capital Program

Previous Work:

1. Development of the 2011-2017 TIP.

Proposed Activities:

5. Prepare TIP amendments
6. Develop revised five year Transit Capital Program.

Products:

4. Revised five year Transit Capital Program

Relationship to Other Plans and MPO Activities:

The TIP supports the implementation of the adopted 2035 Long Range Transportation Plan.

Completion Date:

June, 2011

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

Tasks will be undertaken by Chapel Hill staff.
Staff effort – 220 person hours

FHWA Funds				FTA Transit/Highway Funds					STP-DA Funds			
	Federal	Local	Total		Federal	State	Local	Total		Federal	Local	Total
Chapel Hill	1,000	250	1,250	Chapel Hill	2,000	250	250	2,500	Chapel Hill	5,000	1,250	6,250
Total	1,000	250	1,250	Total	2,000	250	250	2,500	Total	5,000	1,250	6,250

Funding Commitments from Other Entities: None.

**CHAPEL HILL
TASK DESCRIPTIONS & NARRATIVES
FY 2010-2011 UPWP**

Task III-C: Civil Rights Compliance/Other Regulations and Requirements

Chapel Hill will work to improve its relationships with disadvantaged businesses, improve transit services for the elderly and handicapped populations, and continue monitoring of drug control programs and transit safety.

Objectives:

4. To continually review certification procedures for the EZ Rider service;
5. Review No Show and Cancellation policies for possible changes;
6. Evaluate minority business enterprise regulations;
7. Review service levels and identify need for additional service for the elderly and disabled; and
8. Evaluate drug control programs and monitor transit safety efforts.

Previous Work:

3. Completion of Title VI update.
4. Continuing review of certification procedures.
5. Hiring of a Mobility Manager to manage demand response services.
6. Continued work with the EZ Rider Committee.

Proposed Activities:

9. Determine compliance with minority business enterprise regulations.
10. Identify opportunities for minority business participation.
11. Evaluate transit safety programs.
12. Review existing public outreach and involvement plan;
13. Conduct analysis as needed regarding equitable distribution of transportation system benefits and costs among all socio-economic groups throughout the CH service area.

Products:

6. Update existing MBE Program.
7. Upgrade of phone system to allow recording and monitoring of calls.

Relationship to Other Plans and MPO Activities:

Ongoing program requirements.

Completion Date:

June, 2011.

Proposed Budget and Level of Effort (Staff and/or Consulting):

Tasks will be undertaken by Chapel Hill staff.

Staff effort – 1,475 person hours

FHWA Funds			
	Federal	Local	Total
Chapel Hill	0	0	0
Total	0	0	0

FTA Transit/Highway Funds				
	Federal	State	Local	Total
Chapel Hill	0	0	0	0
Total	0	0	0	0

STP-DA Funds			
	Federal	Local	Total
Chapel Hill	53,000	13,250	66,250
Total	53,000	13,250	66,250

Funding Commitments from Other Entities: None.

**CHAPEL HILL
TASK DESCRIPTIONS & NARRATIVES
FY 2010-2011 UPWP**

Task III-D-2: Environmental Analysis/Pre TIP Planning

Chapel Hill will prepare a feasibility study for the implementation of public transit vehicle signal priority improvements along the Martin Luther King Jr. Blvd corridor.

Objectives:

1. Prepare transit vehicle signal priority feasibility study along Martin Luther King Jr. Blvd.

Previous Work:

1. Chapel Hill-Carrboro Long Range Transit Plan

Proposed Activities:

3. Prepare signal priority feasibility study.

Products:

1. Martin Luther King Jr. Blvd transit signal priority feasibility study

Relationship to Other Plans and MPO Activities

Chapel Hill-Carrboro Long Range Transit Plan, 2035 DCHC LRTP, 2010 DCHC CMS

Completion Date:

January, 2011.

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

Tasks will be undertaken by consultant in coordination with Chapel Hill staff.

Staff effort – 1,300 person hours

FHWA Funds				FTA Transit/Highway Funds					STP-DA Funds			
	Federal	Local	Total		Federal	State	Local	Total		Federal	Local	Total
Chapel Hill				Chapel Hill					Chapel Hill	48,000	12,000	60,000
Total				Total					Total	48,000	12,000	60,000

Funding Commitments from Other Entities: None.

**CHAPEL HILL
TASK DESCRIPTIONS & NARRATIVES
FY 2010-2011 UPWP**

Task III-D-3: Special Studies

Chapel Hill will continue the development of the Rams Plaza Transportation study. This study, begun in fiscal year 2009-2010, will evaluate potential redevelopment the area around the Rams Plaza shopping center and develop a set of transportation improvements to improve access for all modes.

Objectives:

- 1 Complete Rams Plaza Transportation Study

Previous Work:

- 1 Rams Plaza Transportation Study begun in FY 2009-2010

Proposed Activities:

- 1 Complete ongoing study.

Products:

- 1 Final Rams Plaza Transportation Study

Relationship to Other Plans and MPO Activities

Chapel Hill-Carrboro Long Range Transit Plan, 2035 DCHC LRTP, 2010 DCHC CMS

Completion Date:

January, 2011

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

Tasks will be undertaken by consultant in coordination with Chapel Hill staff.

Staff effort – 1,450 person hours

FHWA Funds				FTA Transit/Highway Funds					STP-DA Funds			
	Federal	Local	Total		Federal	State	Local	Total		Federal	Local	Total
Chapel Hill				Chapel Hill	4,500	563	563	5,626	Chapel Hill	72,000	18,000	90,000
Total				Total	4,500	563	563	5,626	Total	72,000	18,000	90,000

Funding Commitments from Other Entities: None.

**CHAPEL HILL
TASK DESCRIPTIONS & NARRATIVES
FY 2010-2011 UPWP**

TASK III-D-4: Regional or Statewide Planning

Chapel Hill will support various regional planning initiatives, including the development of the Orange County Transit Plan, NC54 Corridor Study, implementation of the Chapel Hill Long Range Transit Plan and DCHC 2035.

Objectives:

1. To provide information and staff support to the development of various regional planning projects.

Previous Work:

1. Support to STAC.

Proposed Activities:

- 1 Support review and approval of final NC54 Corridor Study
- 2 Support development of final Orange County Transit Plan
- 3 Support implementation of elements of adopted 2035 LRTP.

Products:

NC 54 Corridor Study
Orange County Transit Plan

Relationship to Other Plans and MPO Activities

Support all other planning activities.

Completion Date:

June, 2011.

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

Tasks will be undertaken by Chapel Hill staff.

Staff effort – 1,320 person hours

FHWA Funds				FTA Transit/Highway Funds					STP-DA Funds			
	Federal	Local	Total		Federal	State	Local	Total		Federal	Local	Total
Chapel Hill	2,468	617	3,085	Chapel Hill	5,000	625	625	6,250	Chapel Hill	40,000	10,000	50,000
Total	2,468	617	3,085	Total	5,000	625	625	6,250	Total	40,000	10,000	50,000

Funding Commitments from Other Entities: None.

**CHAPEL HILL
TASK DESCRIPTIONS & NARRATIVES
FY 2010-2011 UPWP**

Task III-E: Management and Operations

Chapel Hill will continue to assist, support and facilitate an open comprehensive, cooperative and continuing transportation planning and programming process at all levels of government in conformance with application federal and state requirements and guidelines.

Objectives:

1. To support various regional planning projects.
2. Management of PL fund account and other federal funds.

Previous Work:

1. Attend TAC, TCC and related regional committee meetings.
2. Provide staff support to regional task forces and subcommittees.
3. Preparing quarterly progress reports.
4. Documenting expenditures for various planning work tasks.
5. Filing for reimbursement of expenditures from the PL fund account.
6. Filing for reimbursement and management of State and federal funds.
7. Coordination with NCDOT and other agencies.

Proposed Activities:

1. Attend TAC, TCC and related regional committee meetings
2. Provide staff support to regional task forces and subcommittees.
3. Preparing quarterly progress reports.
4. Documenting expenditures for various planning work tasks.
5. Filing for reimbursement of expenditures from the PL fund account.
6. Filing for reimbursement and management of State and federal funds.
7. Coordination with NCDOT and other agencies.

Products:

1. State and federal quarterly reports.
2. Reimbursement requests to the State and federal agencies.
3. Operating Statistics report.
4. NTD annual report.

Relationship to Other Plans and MPO Activities

Support all other planning activities.

Completion Date:

June, 2011.

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

Tasks will be undertaken by Chapel Hill staff.

Staff effort – 6,200 person hours

FHWA Funds			
	Federal	Local	Total
Chapel Hill	18,000	4,500	22,500
Total	18,000	4,500	22,500

FTA Transit/Highway Funds				
	Federal	State	Local	Total
Chapel Hill	55,577	6,947	6,947	69,471
Total	55,577	6,947	6,947	69,471

STP-DA Funds			
	Federal	Local	Total
Chapel Hill	150,000	37,500	187,500
Total	150,000	37,500	187,500

Funding Commitments from Other Entities: None.

**CHAPEL HILL TRANSIT
FTA TASK NARRATIVE TABLE
FY2010-2011 (FY 2011) UPWP**

1- MPO	Town of Chapel Hill
2- FTA Code	442400
3- Task Code	II-A-5
4- Title	<i>Transit System Data</i>
5- Task Objective	Collection and analysis of transit ridership and operating information.
6- Tangible Product Expected	Ridership data and route analysis
7- Expected Completion Date of Products	June 2011
8- Previous Work	Monitored and reviewed operating statistics of new and existing services.
9- Prior FTA Funds	\$20,000
10- Relationship	Ongoing statistics analysis including ridership, revenue miles and hours, system-wide cost analysis
11- Agency	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%	\$ 1,250
17- Section 5303 NCDOT 10%	\$ 1,250
18- Section 5303 FTA 80%	\$10,000
19- Section 5307 Transit - Local 10%	
20- Section 5307 Transit - NCDOT 10%	
21- Section 5307 Transit - FTA 80%	
22- Additional Funds - Local 100%	

**CHAPEL HILL TRANSIT
FTA TASK NARRATIVE TABLE
FY2010-2011 (FY 2011) UPWP**

1- MPO	Town of Chapel Hill
2- FTA Code	442400
3- Task Code	II-A-9
4- Title	<i>Travel Time Studies</i>
5- Task Objective	Collection and analysis of transit ridership and operating information.
6- Tangible Product Expected	Ridership data and route analysis
7- Expected Completion Date of Products	June 2011
8- Previous Work	Monitored and reviewed operating statistics of new and existing services.
9- Prior FTA Funds	\$0
10- Relationship	Ongoing statistics analysis including ridership, revenue miles and hours, system-wide cost analysis
11- Agency	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%	\$ 625
17- Section 5303 NCDOT 10%	\$ 625
18- Section 5303 FTA 80%	\$5,000
19- Section 5307 Transit - Local 10%	
20- Section 5307 Transit - NCDOT 10%	
21- Section 5307 Transit - FTA 80%	
22- Additional Funds - Local 100%	

**CHAPEL HILL TRANSIT
FTA TASK NARRATIVE TABLE
FY2010-2011 (FY 2011) UPWP**

1- MPO	Town of Chapel Hill
2- FTA Code	442301
3- Task Code	II-A-10
4- Title	<i>Mapping</i>
5- Task Objective	To maintain and modify maps of Chapel Hill Transit routes using GIS technology.
6- Tangible Product Expected	Updated transit system maps. Mapping for local and regional projects.
7- Expected Completion Date of Products	June-2011
8- Previous Work	Preparation of mapping.
9- Prior FTA Funds	\$30,000
10- Relationship	Chapel Hill Transit will use GIS maps to analyze ridership and travel data and mapping to provide public information. To support implementation of DCHC Long Range Transportation Plan and develop Congestion Management Plan.
11- Agency	Town of Chapel Hill's Transit and Planning Departments
12- HPR - Highway - NCDOT 20%	
13- HPR - Highway - FHWA 80%	
14- Section 104 (f) PL Local 20%	\$ 2,500
15- Section 104 (f) PL FHWA 80%	\$ 10,000
16- Section 5303 Local 10%	\$ 2,500
17- Section 5303 NCDOT 10%	\$ 2,500
18- Section 5303 FTA 80%	\$ 20,000
19- Section 5307 Transit - Local 10%	
20- Section 5307 Transit - NCDOT 10%	
21- Section 5307 Transit - FTA 80%	
22- Additional Funds - Local 100%	

**CHAPEL HILL TRANSIT
FTA TASK NARRATIVE TABLE
FY2010-2011 (FY 2011) UPWP**

1- MPO	Town of Chapel Hill
2- FTA Code	442301
3- Task Code	II-B-1
4- Title	<i>Collection of Base Year Data</i>
5- Task Objective	To collect 2010 base year housing and employment data for use in the development of the 2040 LRTP.
6- Tangible Product Expected	2010 base year data.
7- Expected Completion Date of Products	January, 2011
8- Previous Work	Development of the 2035 LRTP projections
9- Prior FTA Funds	\$0
10- Relationship	Input to 2040 LRTP.
11- Agency	Town of Chapel Hill's Transit and Planning Departments
12- HPR - Highway - NCDOT 20%	
13- HPR - Highway - FHWA 80%	
14- Section 104 (f) PL Local 20%	\$ 2,500
15- Section 104 (f) PL FHWA 80%	\$ 10,000
16- Section 5303 Local 10%	\$ 1,250
17- Section 5303 NCDOT 10%	\$ 1,250
18- Section 5303 FTA 80%	\$ 10,000
19- Section 5307 Transit - Local 10%	
20- Section 5307 Transit - NCDOT 10%	
21- Section 5307 Transit - FTA 80%	
22- Additional Funds - Local 100%	

**CHAPEL HILL TRANSIT
FTA TASK NARRATIVE TABLE
FY2010-2011 (FY 2011) UPWP**

1- MPO	Town of Chapel Hill
2- FTA Code	442301
3- Task Code	II-B-2
4- Title	<i>Collection of Network Data</i>
5- Task Objective	To collect information about the existing transportation network to update 2010 TRM.
6- Tangible Product Expected	Revised transportation networks.
7- Expected Completion Date of Products	June, 2011
8- Previous Work	Networks for 2035 LRTP
9- Prior FTA Funds	\$0
10- Relationship	Input to 2040 LRTP
11- Agency	Town of Chapel Hill's Transit and Planning Departments
12- HPR - Highway - NCDOT 20%	
13- HPR - Highway - FHWA 80%	
14- Section 104 (f) PL Local 20%	\$ 750
15- Section 104 (f) PL FHWA 80%	\$ 3,000
16- Section 5303 Local 10%	\$ 1,250
17- Section 5303 NCDOT 10%	\$ 1,250
18- Section 5303 FTA 80%	\$ 10,000
19- Section 5307 Transit - Local 10%	
20- Section 5307 Transit - NCDOT 10%	
21- Section 5307 Transit - FTA 80%	
22- Additional Funds - Local 100%	

**CHAPEL HILL TRANSIT
FTA TASK NARRATIVE TABLE
FY2010-2011 (FY 2011) UPWP**

1- MPO	Town of Chapel Hill
2- FTA Code	442301
3- Task Code	II-B-5
4- Title	<i>Forecast of Data to Horizon Year</i>
5- Task Objective	To prepare forecasts of housing and employment for use in the development of the 2040 LRTP.
6- Tangible Product Expected	Revised 2040 projections.
7- Expected Completion Date of Products	June 2011
8- Previous Work	Development of the 2035 projections.
9- Prior FTA Funds	\$0
10- Relationship	Input to 2040 LRTP
11- Agency	Town of Chapel Hill's Planning Departments
12- HPR - Highway - NCDOT 20%	
13- HPR - Highway - FHWA 80%	
14- Section 104 (f) PL Local 20%	\$ 2,500
15- Section 104 (f) PL FHWA 80%	\$ 10,000
16- Section 5303 Local 10%	\$ 625
17- Section 5303 NCDOT 10%	\$ 625
18- Section 5303 FTA 80%	\$ 5,000
19- Section 5307 Transit - Local 10%	
20- Section 5307 Transit - NCDOT 10%	
21- Section 5307 Transit - FTA 80%	
22- Additional Funds - Local 100%	

**CHAPEL HILL TRANSIT
FTA TASK NARRATIVE TABLE
FY2010-2011 (FY 2011) UPWP**

1- MPO	Town of Chapel Hill
2- FTA Code	442301
3- Task Code	II-B-6
4- Title	<i>Community Goals & Objectives</i>
5- Task Objective	To review and revise community goals and objectives for use in the development of the 2040 LRTP.
6- Tangible Product Expected	Chapel Hill endorsement of 2040 LRTP goals and objectives
7- Expected Completion Date of Products	June 2011
8- Previous Work	Development of the 2035 LRTP goals and objectives.
9- Prior FTA Funds	\$0
10- Relationship	Input to 2040 LRTP
11- Agency	Town of Chapel Hill's Planning Departments
12- HPR - Highway - NCDOT 20%	
13- HPR - Highway - FHWA 80%	
14- Section 104 (f) PL Local 20%	\$ 500
15- Section 104 (f) PL FHWA 80%	\$ 2,000
16- Section 5303 Local 10%	
17- Section 5303 NCDOT 10%	
18- Section 5303 FTA 80%	
19- Section 5307 Transit - Local 10%	
20- Section 5307 Transit - NCDOT 10%	
21- Section 5307 Transit - FTA 80%	
22- Additional Funds - Local 100%	

**CHAPEL HILL TRANSIT
FTA TASK NARRATIVE TABLE
FY2010-2011 (FY 2011) UPWP**

1- MPO	Town of Chapel Hill
2- FTA Code	442301
3- Task Code	II-B-10
4- Title	<i>Transit Element of the Long Range Plan</i>
5- Task Objective	To continue implementation of the adopted 2035 transit element and prepare 2040 transit element.
6- Tangible Product Expected	2040 LRTP transit element
7- Expected Completion Date of Products	June 2011
8- Previous Work	2035 LRTP transit element
9- Prior FTA Funds	\$7,000
10- Relationship	The LRTP transit element supports the Chapel Hill-Carrboro Long Range Transit Plan and Orange County Transit Plan
11- Agency	Town of Chapel Hill's Transit and Planning Departments
12- HPR - Highway - NCDOT 20%	
13- HPR - Highway - FHWA 80%	
14- Section 104 (f) PL Local 20%	\$ 750
15- Section 104 (f) PL FHWA 80%	\$ 3,000
16- Section 5303 Local 10%	\$ 625
17- Section 5303 NCDOT 10%	\$ 625
18- Section 5303 FTA 80%	\$ 5,000
19- Section 5307 Transit - Local 10%	
20- Section 5307 Transit - NCDOT 10%	
21- Section 5307 Transit - FTA 80%	
22- Additional Funds - Local 100%	

**CHAPEL HILL TRANSIT
FTA TASK NARRATIVE TABLE
FY2010-2011 (FY 2011) UPWP**

1- MPO	Town of Chapel Hill
2- FTA Code	442301
3- Task Code	II-B-17
4- Title	<i>Congestion Management Strategies</i>
5- Task Objective	The DCHC MPO will begin work to develop a MPO-wide Congestion Management Plan. Chapel Hill will work with the MPO staff to develop a scope of work for this Plan, provide ongoing project support and related data. The Town will also continue to support the development and implementation of regional TDM activities.
6- Tangible Product Expected	2010 CMS
7- Expected Completion Date of Products	June 2011
8- Previous Work	2005 Chapel Hill/Carrboro Mobility Report Card and 2007 Chapel Hill Transportation Management Plan Survey.
9- Prior FTA Funds	\$20,000
10- Relationship	The CMS Plan supports the implementation of the 2035 DCHC LRTP, Chapel Hill Long Range Transit Plan and other local plans. These activities will also support regional TDM implementation.
11- Agency	Town of Chapel Hill's Planning Departments
12- HPR - Highway - NCDOT 20%	
13- HPR - Highway - FHWA 80%	
14- Section 104 (f) PL Local 20%	\$ 625
15- Section 104 (f) PL FHWA 80%	\$ 2,500
16- Section 5303 Local 10%	
17- Section 5303 NCDOT 10%	
18- Section 5303 FTA 80%	
19- Section 5307 Transit - Local 10%	
20- Section 5307 Transit - NCDOT 10%	
21- Section 5307 Transit - FTA 80%	
22- Additional Funds - Local 100%	

**CHAPEL HILL TRANSIT
FTA TASK NARRATIVE TABLE
FY2010-2011 (FY 2011) UPWP**

1- MPO	Town of Chapel Hill
2- FTA Code	442301
3- Task Code	III-C
4- Title	<i>Short Range Transit Plan</i>
5- Task Objective	To implement the recommendations of the STAC, 2035 DCHC Long Range Transportation Plan and Chapel Hill Transit Plan, including a Comprehensive Operation Analysis to implement expanded transit services.
6- Tangible Product Expected	Revised ridership projections and implementation plan for BRT and LRT.
7- Expected Completion Date of Products	June 2011
8- Previous Work	Development of the 2035 LRTP transit element, development of Chapel Hill Long Range Transit Plan and staff assistance to STAC.
9- Prior FTA Funds	\$15,000
10- Relationship	Additional planning will be necessary to implement higher capacity transit services such as bus rapid transit and light rail.
11- Agency	Town of Chapel Hill's Transit and Planning Departments
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- Section 5303 NCDOT 10%	
18- Section 5303 FTA 80%	
19- Section 5307 Transit - Local 10%	\$ 8,000
20- Section 5307 Transit - NCDOT 10%	\$ 8,000
21- Section 5307 Transit - FTA 80%	\$ 64,000
22- Additional Funds - Local 100%	

**CHAPEL HILL TRANSIT
FTA TASK NARRATIVE TABLE
FY2010-2011 (FY 2011) UPWP**

1- MPO	Town of Chapel Hill
2- FTA Code	442100
3- Task Code	III-A
4- Title	<i>Planning Work Program</i>
5- Task Objective	To develop and monitor the annual planning work program.
6- Tangible Product Expected	2011-12 Planning Work Program.
7- Expected Completion Date of Products	June 2011
8- Previous Work	Development of the 2010-11 Planning Work Program.
9- Prior FTA Funds	\$1,288
10- Relationship	The Planning Work Program supports various regional planning efforts
11- Agency	Town of Chapel Hill's Transit and Planning Departments
12- HPR - Highway - NCDOT 20%	
13- HPR - Highway - FHWA 80%	
14- Section 104 (f) PL Local 20%	\$ 250
15- Section 104 (f) PL FHWA 80%	\$ 1,000
16- Section 5303 Local 10%	\$ 161
17- Section 5303 NCDOT 10%	\$ 161
18- Section 5303 FTA 80%	\$ 1,288
19- Section 5307 Transit - Local 10%	
20- Section 5307 Transit - NCDOT 10%	
21- Section 5307 Transit - FTA 80%	
22- Additional Funds - Local 100%	

**CHAPEL HILL TRANSIT
FTA TASK NARRATIVE TABLE
FY2010-2011 (FY 2011) UPWP**

1- MPO	Town of Chapel Hill
2- FTA Code	442500
3- Task Code	III-B
4- Title	<i>Transportation Improvement Program</i>
5- Task Objective	Development of the 2011-2017 TIP.
6- Tangible Product Expected	Development of final 2011-2017 TIP.
7- Expected Completion Date of Products	June 2011
8- Previous Work	Development of the 2009-2015 TIP.
9- Prior FTA Funds	\$2,000
10- Relationship	The TIP will be used to continue implementation of the 2035 LRTP, STAC Plan and Chapel Hill Long Range Transit Plan.
11- Agency	Town of Chapel Hill's Transit and Planning Departments
12- HPR - Highway - NCDOT 20%	
13- HPR - Highway - FHWA 80%	
14- Section 104 (f) PL Local 20%	\$ 250
15- Section 104 (f) PL FHWA 80%	\$ 1,000
16- Section 5303 Local 10%	\$ 250
17- Section 5303 NCDOT 10%	\$ 250
18- Section 5303 FTA 80%	\$ 2,000
19- Section 5307 Transit - Local 10%	
20- Section 5307 Transit - NCDOT 10%	
21- Section 5307 Transit - FTA 80%	
22- Additional Funds - Local 100%	

**CHAPEL HILL TRANSIT
FTA TASK NARRATIVE TABLE
FY2010-2011 (FY 2011) UPWP**

1- MPO	Town of Chapel Hill
2- FTA Code	442700
3- Task Code	III-D-3
4- Title	<i>Special Studies</i>
5- Task Objective	To complete the Rams Plaza Transportation Analysis
6- Tangible Product Expected	Rams Plaza Transportation Analysis.
7- Expected Completion Date of Products	June 2011
8- Previous Work	None.
9- Prior FTA Funds	\$0
10- Relationship	This project supports the implementation of the 2035 LRTP.
11- Agency	Town of Chapel Hill's Transit and Planning Departments
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%	\$ 563
17- Section 5303 NCDOT 10%	\$ 563
18- Section 5303 FTA 80%	\$ 4,500
19- Section 5307 Transit - Local 10%	
20- Section 5307 Transit - NCDOT 10%	
21- Section 5307 Transit - FTA 80%	
22- Additional Funds - Local 100%	

**CHAPEL HILL TRANSIT
FTA TASK NARRATIVE TABLE
FY2010-2011 (FY 2011) UPWP**

1- MPO	Town of Chapel Hill
2- FTA Code	442200
3- Task Code	III-D-4
4- Title	<i>Regional or Statewide Planning</i>
5- Task Objective	To support regional and statewide planning projects.
6- Tangible Product Expected	Long Range Transportation Plan
7- Expected Completion Date of Products	June 2011
8- Previous Work	STAC process
9- Prior FTA Funds	\$10,000
10- Relationship	This project supports the implementation of the 2035 Regional Plan, STAC recommendations and Chapel Hill Long Range Transit Plan.
11- Agency	Town of Chapel Hill's Transit and Planning Departments
12- HPR - Highway - NCDOT 20%	
13- HPR - Highway - FHWA 80%	
14- Section 104 (f) PL Local 20%	\$ 617
15- Section 104 (f) PL FHWA 80%	\$ 2,468
16- Section 5303 Local 10%	\$ 625
17- Section 5303 NCDOT 10%	\$ 625
18- Section 5303 FTA 80%	\$ 5,000
19- Section 5307 Transit - Local 10%	
20- Section 5307 Transit - NCDOT 10%	
21- Section 5307 Transit - FTA 80%	
22- Additional Funds - Local 100%	

**CHAPEL HILL TRANSIT
FTA TASK NARRATIVE TABLE
FY2010-2011 (FY 2011) UPWP**

1- MPO	Town of Chapel Hill
2- FTA Code	442100
3- Task Code	III-E
4- Title	<i>Management and Operations</i>
5- Task Objective	To support various transit planning activities.
6- Tangible Product Expected	Ongoing.
7- Expected Completion Date of Products	June 2011
8- Previous Work	Management and operation of transit planning program.
9- Prior FTA Funds	\$31,553
10- Relationship	Supports all other transit planning activities.
11- Agency	Town of Chapel Hill's Transit and Planning Departments
12- HPR - Highway - NCDOT 20%	
13- HPR - Highway - FHWA 80%	
14- Section 104 (f) PL Local 20%	\$ 4,500
15- Section 104 (f) PL FHWA 80%	\$ 18,000
16- Section 5303 Local 10%	\$ 3,944
17- Section 5303 NCDOT 10%	\$ 3,944
18- Section 5303 FTA 80%	\$ 31,553
19- Section 5307 Transit - Local 10%	\$ 3,003
20- Section 5307 Transit - NCDOT 10%	\$ 3,003
21- Section 5307 Transit - FTA 80%	\$ 24,024
22- Additional Funds - Local 100%	

CHAPEL HILL Anticipated DBE Contracting Opportunities for FY11

Name of MPO: Town of Chapel Hill

Person Completing Form: David Bonk/Carmen Cole

Telephone Number: 919-969-4911

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
THERE ARE CURRENTLY NO ANTICIPATED DBE CONTRACTING OPPORTUNITIES.					

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.

NCDOT

**Durham-Chapel Hill-Carrboro Urban Area
FY 2010-2011 Unified Planning Work Program
Proposed Funding Source Tables**

3/18/2010 16:37

	Task Description	SPR Highway		Sec. 104(f) & 133(b)(3)(7)		Section 5303 Highway/Transit			Section 5307 Transit			Task Funding Summary			
		NCDOT 20%	FHWA 80%	Local 20%	FHWA 80%	Local 10%	NCDOT 10%	FTA 80%	Local 10%	NCDOT 10%	FTA 80%	Local	NCDOT	Federal	Total
II A	Surveillance of Change														
1	Traffic Volume Counts	0	0									-	-	-	-
2	Vehicle Miles of Travel	0	0									-	-	-	-
3	Street System Changes	0	0									-	-	-	-
4	Traffic Accidents	0	0									-	-	-	-
5	Transit System Data	0	0						0	0		-	-	-	-
6	Dwelling Unit, Pop. & Emp. Change	0	0									-	-	-	-
7	Air Travel	0	0									-	-	-	-
8	Vehicle Occupancy Rates	0	0									-	-	-	-
9	Travel Time Studies	0	0									-	-	-	-
10	Mapping	0	0									-	-	-	-
11	Central Area Parking Inventory	0	0									-	-	-	-
12	Bike & Ped. Facilities Inventory	0	0									-	-	-	-
13	Bike & Ped. Counts	0	0									-	-	-	-
II B	Long Range Transp. Plan														
1	Collection of Base Year Data	0	0									-	-	-	-
2	Collection of Network Data	0	0									-	-	-	-
3	Travel Model Updates	2,100	8,400									-	2,100	8,400	10,500
4	Travel Surveys	0	0									-	-	-	-
5	Forecast of Data to Horizon year	0	0									-	-	-	-
6	Community Goals & Objectives	0	0									-	-	-	-
7	Forecast of Future Travel Patterns	0	0									-	-	-	-
8	Capacity Deficiency Analysis	0	0									-	-	-	-
9	Highway Element of th LRTP	2,300	9,200									-	2,300	9,200	11,500
10	Transit Element of the LRTP	1,000	4,000									-	1,000	4,000	5,000
11	Bicycle & Ped. Element of the LRTP	1,000	4,000									-	1,000	4,000	5,000
12	Airport/Air Travel Element of LRTP	0	0									-	-	-	-
13	Collector Street Element of LRTP	200	800									-	200	800	1,000
14	Rail, Water or other mode of LRTP	0	0									-	-	-	-
15	Freight Movement/Mobility Planning	0	0									-	-	-	-
16	Financial Planning	0	0									-	-	-	-
17	Congestion Management Strategies	200	800									-	200	800	1,000
18	Air Qual. Planning/Conformity Anal.	200	800									-	200	800	1,000
II C	Short Range Transit Planning														
III-A	Planning Work Program	400	1,600										400	1,600	2,000
III-B	Transp. Improvement Plan	400	1,600										400	1,600	2,000
III-C	Cvl Rgts. Cmp./Otr .Reg. Reqs.														
1	Title VI	0	0									-	-	-	-
2	Environmental Justice	0	0									-	-	-	-
3	Minority Business Enterprise	0	0									-	-	-	-
4	Planning for the Elderly & Disabled	0	0									-	-	-	-
5	Safety/Drug Control Planning	0	0									-	-	-	-
6	Public Involvement	0	0									-	-	-	-
7	Private Sector Participation	0	0									-	-	-	-
III-D	Incidental Plng./Project Dev.														
1	Transportation Enhancement Plng.	100	400									-	100	400	500
2	Enviro. Analysis & Pre-TIP Plng.	1,000	4,000									-	1,000	4,000	5,000
3	Special Studies	1,000	4,000									-	1,000	4,000	5,000
4	Regional or Statewide Planning	500	2,000									-	500	2,000	2,500
III E	Management & Operations														
1	Management & Operations	4,000	16,000										4,000	16,000	20,000
Totals		\$14,400	\$57,600	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$14,400	\$57,600	\$72,000

Triangle Transit Authority (TTA)

Durham-Chapel Hill-Carrboro Urban Area
 FY 2010-2011 Unified Planning Work Program
 Proposed Funding Source Tables

2/25/2010 15:33

Task Description	STP-DA 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	
II-A Surveillance of Change															
1 Traffic Volume Counts								0	0	0	-	-	-	-	-
2 Vehicle Miles of Travel								0	0	0	-	-	-	-	-
3 Street System Changes								0	0	0	-	-	-	-	-
4 Traffic Accidents								0	0	0	-	-	-	-	-
5 Transit System Data								18,200	18,200	145,600	18,200	18,200	145,600	182,000	
6 Dwelling Unit, Pop. & Emp. Change								0	0	0	-	-	-	-	-
7 Air Travel								0	0	0	-	-	-	-	-
8 Vehicle Occupancy Rates								0	0	0	-	-	-	-	-
9 Travel Time Studies								0	0	0	-	-	-	-	-
10 Mapping								0	0	0	-	-	-	-	-
11 Central Area Parking Inventory								0	0	0	-	-	-	-	-
12 Bike & Ped. Facilities Inventory								0	0	0	-	-	-	-	-
13 Bike & Ped. Counts								0	0	0	-	-	-	-	-
II-B Long Range Transp. Plan															
1 Collection of Base Year Data								0	0	0	-	-	-	-	-
2 Collection of Network Data								0	0	0	-	-	-	-	-
3 Travel Model Updates								16,000	16,000	128,000	16,000	16,000	128,000	160,000	
4 Travel Surveys								0	0	0	-	-	-	-	-
5 Forecast of Data to Horizon year								0	0	0	-	-	-	-	-
6 Community Goals & Objectives								0	0	0	-	-	-	-	-
7 Forecast of Future Travel Patterns								0	0	0	-	-	-	-	-
8 Capacity Deficiency Analysis								0	0	0	-	-	-	-	-
9 Highway Element of th LRTP								0	0	0	-	-	-	-	-
10 Transit Element of the LRTP								4,500	4,500	36,000	4,500	4,500	36,000	45,000	
11 Bicycle & Ped. Element of the LRTP								0	0	0	-	-	-	-	-
12 Airport/Air Travel Element of LRTP								0	0	0	-	-	-	-	-
13 Collector Street Element of LRTP								0	0	0	-	-	-	-	-
14 Rail, Water or other mode of LRTP								0	0	0	-	-	-	-	-
15 Freight Movement/Mobility Planning								0	0	0	-	-	-	-	-
16 Financial Planning								0	0	0	-	-	-	-	-
17 Congestion Management Strategies								0	0	0	-	-	-	-	-
18 Air Qual. Planning/Conformity Anal.								0	0	0	-	-	-	-	-
II-C Short Range Transit Planning								67,000	67,000	536,000	67,000	67,000	536,000	670,000	
III-A Planning Work Program								0	0	0	-	-	-	-	-
III-B Transp. Improvement Plan								0	0	0	-	-	-	-	-
III-C Cvl Rgts. Cmp./Otr. Reg. Reqs.															
1 Title VI								0	0	0	-	-	-	-	-
2 Environmental Justice								0	0	0	-	-	-	-	-
3 Minority Business Enterprise								0	0	0	-	-	-	-	-
4 Planning for the Elderly & Disabled								0	0	0	-	-	-	-	-
5 Safety/Drug Control Planning								0	0	0	-	-	-	-	-
6 Public Involvement								0	0	0	-	-	-	-	-
7 Private Sector Participation								0	0	0	-	-	-	-	-
III-D Incidental Plng./Project Dev.															
1 Transportation Enhancement Plng.								0	0	0	-	-	-	-	-
2 Enviro. Analysis & Pre-TIP Plng.								0	0	0	-	-	-	-	-
3 Special Studies								13,800	13,800	110,400	13,800	13,800	110,400	138,000	
4 Regional or Statewide Planning								0	0	0	-	-	-	-	-
III-E Management & Operations															
1 Management & Operations								0	0	0	-	-	-	-	-
Totals	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$119,500	\$119,500	\$956,000	\$119,500	\$119,500	\$956,000	\$1,195,000	

**TRIANGLE TRANSITY AUTHORITY
FTA TASK NARRATIVE TABLE
FY 2010-2011 (FY 2011) UPWP**

I- MPO	Durham Chapel Hill Carrboro MPO
2- FTA Code	442400
3- Task Code	II-A-5
4- Title	<i>Transit System Data</i>
5- Task Objective	To collect route patronage, on-time performance data, and passenger amenity data and customer preferences for service improvements.
6- Tangible Product Expected	Route planning changes and recommendations from both staff and hired consultants
7- Expected Completion Date of Products	June-11
8- Previous Work	Initial analysis of amenities and on-time performance
9- Prior FTA Funds	\$20,000
10- Relationship	APC data can be used to calibrate the travel times in the regional model. Data will inform route planning decisions.
11- Agency	Triangle Transit
12- HPR - Highway - NCDOT 20%	
13- HPR - Highway - FHWA 80%	
14- Section 104 (f) PI, Local 20%	
15- Section 104 (f) P I FHWA 80%	
16- Section 5303 Local 10%	
17- Section 5303 NCDOT 10%	
18- Section 5303 FTA 80%	
19- Section 5307 Transit - Local 10%	\$ 18,200
20- Section 5307 Transit - NCDOT 10%	\$ 18,200
21- Section 5307 Transit - FTA 80%	\$ 145,600
22- Additional Funds - Local 100%	

**TRIANGLE TRANSIT AUTHORITY
FTA TASK NARRATIVE TABLE
FY 2010-2011 (FY 2011) UPWP**

I- MPO	Durham Chapel Hill Carrboro MPO
2- FTA Code	442301
3- Task Code	II-B-3
4- Title	<i>Travel Model Updates</i>
5- Task Objective	Ongoing support of TRM service bureau
6- Tangible Product Expected	Updated Triangle Regional Model
7- Expected Completion Date of Products	June-11
8- Previous Work	Ongoing support of TRM service bureau
9- Prior FTA Funds	\$0
10- Relationship	Supports the regional travel model utilized for the LRTP and other transit and highway planning purposes.
11- Agency	Service Bureau/ITRE responsible for task – Triangle Transit is a funding partner
12- HPR - Highway - NCDOT 20%	
13- HPR - Highway - FHWA 80%	
14- Section 104 (f) PI, Local 20%	
15- Section 104 (f) P I FHWA 80%	
16- Section 5303 Local 10%	
17- Section 5303 NCDOT 10%	
18- Section 5303 FTA 80%	
19- Section 5307 Transit - Local 10%	\$ 16,000
20- Section 5307 Transit - NCDOT 10%	\$ 16,000
21- Section 5307 Transit - FTA 80%	\$ 128,000
22- Additional Funds - Local 100%	

**TRIANGLE TRANSIT AUTHORITY
FTA TASK NARRATIVE TABLE
FY 2010-2011 (FY 2011) UPWP**

I- MPO	Durham Chapel Hill Carrboro MPO	
2- FTA Code	442301	
3- Task Code	II-B-10	
4- Title	<i>Transit Element of the LRTP</i>	
5- Task Objective	To provide travel market analysis and cost information for development of transit investments for the LRTP; and to acquire GIS support services from TJCOG	
6- Tangible Product Expected	Technical planning report provided to regional leaders and the MPO; other GIS service needs as required.	
7- Expected Completion Date of Products	June-11	
8- Previous Work	Continued and ongoing regional corridor analysis for LRTP and other projects	
9- Prior FTA Funds	\$0	
10- Relationship	This supports regional transit planning for capital investments.	
11- Agency	Triangle Transit (with joint sponsorship by TJCOG and MPOs, NCDOT)	
12- HPR - Highway - NCDOT 20%		
13- HPR - Highway - FHWA 80%		
14- Section 104 (f) PI, Local 20%		
15- Section 104 (f) P I FHWA 80%		
16- Section 5303 Local 10%		
17- Section 5303 NCDOT 10%		
18- Section 5303 FTA 80%		
19- Section 5307 Transit - Local 10%	\$	4,500
20- Section 5307 Transit - NCDOT 10%	\$	4,500
21- Section 5307 Transit - FTA 80%	\$	36,000
22- Additional Funds - Local 100%		

**TRIANGLE TRANSIT AUTHORITY
FTA TASK NARRATIVE TABLE
FY 2010-2011 (FY 2011) UPWP**

1- MPO	Durham Chapel Hill Carrboro MPO
2- FTA Code	442400
3- Task Code	II-C-1
4- Title	<i>Short Range Transit Planning</i>
5- Task Objective	This covers a portion of staff salaries in the Departments of Commuter Resources and Capital Development related to TTA's short-range transit service and facility planning
6- Tangible Product Expected	On-going staff salaries
7- Expected Completion Date of Products	June-11
8- Previous Work	Ongoing staff salaries
9- Prior FTA Funds	\$0
10- Relationship	Provides staff support to carry out TTA planning activities related to service planning and capital development
11- Agency	Triangle Transit
12- HPR - Highway - NCDOT 20%	
13- HPR - Highway - FHWA 80%	
14- Section 104 (f) PI, Local 20%	
15- Section 104 (f) P I FHWA 80%	
16- Section 5303 Local 10%	
17- Section 5303 NCDOT 10%	
18- Section 5303 FTA 80%	
19- Section 5307 Transit - Local 10%	\$ 67,000
20- Section 5307 Transit - NCDOT 10%	\$ 67,000
21- Section 5307 Transit - FTA 80%	\$ 536,000
22- Additional Funds - Local 100%	

**TRIANGLE TRANSIT AUTHORITY
FTA TASK NARRATIVE TABLE
FY 2010-2011 (FY 2011) UPWP**

I- MPO	Durham Chapel Hill Carrboro MPO
2- FTA Code	442302
3- Task Code	III-D-3
4- Title	<i>Special Studies</i>
5- Task Objective	Studies may be conducted for corridors that show promise during the course of the development of the transit element of the LRTP, including capital cost estimation, financial planning, and transit expert studies for corridors and alignments
6- Tangible Product Expected	RFP and/or Technical Report
7- Expected Completion Date of Products	June-11
8- Previous Work	Rail corridor schedule report from Parsons Brinkerhoff
9- Prior FTA Funds	\$57,000
10- Relationship	This task will follow from the transit infrastructure planning conducted for the LRTP.
11- Agency	Triangle Transit
12- HPR - Highway - NCDOT 20%	
13- HPR - Highway - FHWA 80%	
14- Section 104 (f) PI, Local 20%	
15- Section 104 (f) P I FHWA 80%	
16- Section 5303 Local 10%	
17- Section 5303 NCDOT 10%	
18- Section 5303 FTA 80%	
19- Section 5307 Transit - Local 10%	\$ 13,800
20- Section 5307 Transit - NCDOT 10%	\$ 13,800
21- Section 5307 Transit - FTA 80%	\$ 110,400
22- Additional Funds - Local 100%	

Attachment # 7
Anticipated DBE Contracting Opportunities for FY11

Name of MPO: Durham Chapel Hill Carrboro – Triangle Transit Authority

Person Completing Form: Patrick McDonough

Telephone Number: (919) 485-7485

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
III-D-3	Special Studies	Triangle Transit	Consultant	\$138,000	\$138,000
II-A-5	Transit System Data	Triangle Transit	Consultant	Zero to \$182,000	Zero to \$182,000

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.

Task Description	STP-DA 133(b)(3)(7)		Sec. 104(f) PL		Section 5303 Highway/Transit			Section 5307 Transit			Task Funding Summary			
	Local	FHWA	Local	FHWA	Local	NCDOT	FTA	Local	NCDOT	FTA	Local	NCDOT	Federal	Total
	20%	80%	20%	80%	10%	10%	80%	10%	10%	80%				
II A Surveillance of Change														
1 Traffic Volume Counts														
2 Vehicle Miles of Travel														
3 Street System Changes														
4 Traffic Accidents														
5 Transit System Data														
6 Dwelling Unit, Pop. & Emp. Change														
7 Air Travel														
8 Vehicle Occupancy Rates														
9 Travel Time Studies														
10 Mapping														
11 Central Area Parking Inventory														
12 Bike & Ped. Facilities Inventory														
13 Bike & Ped. Counts														
II B Long Range Transp. Plan														
1 Collection of Base Year Data														
2 Collection of Network Data														
3 Travel Model Updates														
4 Travel Surveys	0	0	0	0										
5 Forecast of Data to Horizon year	0	0	0	0										
6 Community Goals & Objectives														
7 Forecast of Future Travel Patterns														
8 Capacity Deficiency Analysis														
9 Highway Element of th LRTP														
10 Transit Element of the LRTP	0		0	0										
11 Bicycle & Ped. Element of the LRTP	0	0	0	0										
12 Airport/Air Travel Element of LRTP														
13 Collector Street Element of LRTP			0	0										
14 Rail, Water or other mode of LRTP														
15 Freight Movement/Mobility Planning														
16 Financial Planning														
17 Congestion Management Strategies														
18 Air Qual. Planning Conformity Anal.	3,125	12,500	0	0								3,125	12,500	15,625
II - C Short Range Transit Planning														
III-A Planning Work Program														
III-B Transp. Improvement Plan														
III-C Cvl Rgts. Cmp./Otr. Reg. Reqs.														
1 Title VI														
2 Environmental Justice														
3 Minority Business Enterprise														
4 Planning for the Elderly & Disabled														
5 Safety/Drug Control Planning														
6 Public Involvement														
7 Private Sector Participation														
III-D Incidental Plng./Project Dev.														
1 Transportation Enhancement Plng.														
2 Enviro. Analysis & Pre-TIP Plng.														
3 Special Studies	0	0	0	0										
4 Regional or Statewide Planning	4,375	17,500	0	0								4,375	17,500	21,875
III-E Management & Operations														
1 Management & Operations	0	0												
Totals	\$7,500	\$30,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,500	\$30,000	\$37,500

**TRIANGLE J COUNCIL OF GOVERNMENTS
TASK DESCRIPTIONS & NARRATIVES
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Task II-B-18: Air Quality Planning

TJCOG will continue to work with DCHC MPO, CAMPO, NCDOT, ITRE, FHWA, RPOs and DENR on air quality related issues, focusing on TIP and LRTP conformity and the development of SIP emissions budget for the forthcoming revision to the national ozone standard and subsequent redesignation of the Triangle as an ozone non-attainment area.

Objectives:

1. To ensure a consistent and coordinated regional approach to air quality requirements across geographic and institutional boundaries.
2. To provide information and support on air quality issues.

Previous Work:

1. Unified conformity reports for the currently designated Ozone Maintenance area covering all or portions of 3 MPOs and 3 RPOs were prepared for the 2030 LRTPs, 2004-10 TIP, 2006-12 TIP, amended 2030 LRTPs, 2007-13 TIP, 2009-15 TIP, 2035 LRTPs and Hopson Road amendment to the 2035 LRTP (in process).
2. Information was provided to all partners on the framework for the previous round of development of SIP motor vehicle emission budgets.
3. The www.triangleair.org website was created as a vehicle to share technical documents.

Proposed Activities:

1. Oversee the Conformity Process associated with the 2012-18 TIP.
2. Collect and disseminate information on air quality issues and ensure that conformity concerns are represented in transportation planning and modeling efforts.
3. Work with MPOs on responding to proposals for revised federal ozone standard and development of the Ozone SIP for the subsequent Triangle non-attainment area.
4. Prepare memos and reports documenting activities.
5. Work with individual MPO members as needed on regional-scale air quality issues.

Products:

1. Conformity Reports for any LRTP or TIP amendments, including all related materials such as schedule/responsibility spreadsheet and Pre-Analysis Consensus Plan.
2. Memos or reports, as needed, addressing MPO concerns and options in the development of new SIP Motor Vehicle Emission Budgets.
3. Clear documentation of all methods, assumptions and data.

**TRIANGLE J COUNCIL OF GOVERNMENTS
TASK DESCRIPTIONS & NARRATIVES
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Relationship to Other Plans and MPO Activities:

Air quality conformity is a requirement for TIPs and LRTPs.

Completion Date:

Air quality work schedules are determined by the timing of TIP and LRTP amendments and can overlap MPO fiscal years. Air quality work associated with SIP development is determined by federal and state schedules and can overlap MPO fiscal years.

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

Tasks will be undertaken by existing TJCOG staff.

Funding Commitments from Other Entities:

This is a cooperative project with CAMPO, which is also providing funding. TARPO funding for TJCOG staff time is also allocated to this task.

Task III-D-4: Regional and Statewide Planning

TJCOG will continue to work with DCHC MPO, CAMPO, NCDOT, ITRE, TTA and RPOs in the region on critical coordination issues addressing the intersection of land use development and transportation investments and on related regional-scale efforts, including coordination issues related to the use and improvement of the Triangle Regional Model.

Objectives:

1. To promote consistency and coordination in matching land use decisions with transportation investments; especially investments that transcend MPO boundaries.
2. To provide information and support on the relationships between land use and transportation.
3. To assist the MPOs and their members with SE data development and tracking.

Previous Work:

1. Working with the MPOs on a single, consistent 2035 LRTP document.
2. Helping in the development of Chatham County SE data.
3. Working on regional transportation planning efforts, including the Special Transit Advisory Commission.
4. Provided facilitation of the quarterly meetings of the TRM Executive Committee.
5. Manage and provide technical support and GIS services for MPO planning efforts.

**TRIANGLE J COUNCIL OF GOVERNMENTS
TASK DESCRIPTIONS & NARRATIVES
FY 2010-2010 UPWP**

Proposed Activities:

1. Work with partners on updating land use and socioeconomic data to better model land use for the 2040 LRTP, especially in transit corridors and activity centers and around proposed transit stations.
2. Collect and disseminate information on land use and development issues and ensure that land use concerns are represented in transportation planning and modeling efforts.
3. Continue facilitation of ITRE Model Service Bureau Executive Committee and support coordination between the service bureau and users of the TRM.
4. Work with the MPO, member communities, TTA and other organizations on matching land use decisions to proposed transit investments.
5. Continue to participate in regional and statewide transportation planning efforts such as Joint MPO TAC, TriMAP, the DCHC land use model, the development of transit financial plans, TTA projects, the NC54/I-40 plan and any transit planning efforts for the RTP/RDU area.
6. Prepare memos and reports documenting activities.
7. Work with individual MPO members as needed on regional-scale land use and transportation issues.

Products:

1. Memos and reports, as needed, related to land use and land use scenarios, SE data and project-level consistency across boundaries.
2. Reports, analysis and visualizations designed to promote transit oriented development in appropriate transit corridors.
3. GIS data layers related to land use, SE data and transportation projects, including related natural resource conditions and governmental boundaries.
4. ITRE TRM service bureau executive committee meeting summaries, and any related material.
5. Clear documentation of all methods, assumptions and data.

Relationship to Other Plans and MPO Activities:

Land use projections are requirements for TIPs and LRTPs; consistency on land use, fiscal constraint and transportation projects that cross boundaries are important considerations in developing high-quality plans and programs.

Completion Date:

This phase of work will be completed during the FY10-11 fiscal year, although some tasks may carry over into FY11-12 depending on schedules set by other partners.

**TRIANGLE J COUNCIL OF GOVERNMENTS
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Proposed Budget and Level of Effort (Staff or Consulting):

Tasks will be undertaken by existing TJCOG staff.

Funding Commitments from Other Entities:

This is a cooperative project with CAMPO and TTA, which are also providing funding. TARPO funding for TJCOG staff time may also allocated to this task.

End of Document.

DRAFT

DCHC-MPO Sub-recipient Monitoring Policy and Procedures

Purpose: This document serves to establish the Durham-Chapel Hill-Carrboro Metropolitan Planning Organization's (DCHC-MPO) subrecipient oversight and monitoring procedures as required of a pass-through entity dictated by the Federal Compliance Supplement, Part 3, Section M. Subrecipient Monitoring.

Scope: The policy and procedures described henceforth apply to all funding the DCHC-MPO receives both directly and indirectly from a Federal granting agency, which are subsequently passed-through to a subrecipient.

Frequency: This policy dictates that subrecipient monitoring will be completed on an as needed basis, depending on the monitoring requirements listed below.

Responsibility: As a designated recipient of Federal awards and pass-through entity, DCHC-MPO is responsible for monitoring their subrecipients. There are 4 major monitoring requirements.

1. *Award Identification* – each subrecipient will be notified annually of necessary Federal award information (i.e.; CFDA title and number; award name, amount and contact information) and applicable subrecipient compliance requirement via the annual UPWP as an appendix document.
2. *During-The-Award Monitoring* – to provide reasonable assurance that each subrecipient administers Federal awards in compliance with laws, regulations, and the provisions of contracts or grant agreements and that performance goals are achieved, DCHC-MPO will do the following:
 - a. Ensure timely financial and project status reporting from the subrecipient on a quarterly basis; The MPO will review grant applications, federal financial reports, quarterly expenditure reports, milestone reports and budget reports on an as needed basis (at a *minimum* of once a year).
 - b. Conduct site visits, as necessary. The MPO will set site visits annually to review specific items:
 1. Compliance with inter-governmental pass-thru agreements,
 2. Progress made on project/task performance goals,
 3. Examine financial records to provide reasonable assurance to the accounting accuracy of the subrecipient's accounting records and internal controls.
 - c. Maintain reasonable, regular contact

3. *Annual Audit Reporting Compliance* – Any subrecipient of MPO funds are required to submit an annual audit report to the MPO by 6 months subsequent to FY end.
4. *Sub-recipient Audits* – In the event that any one subrecipient expends \$500,000.00 or more in Federal Awards during one fiscal year period, the pass-through entity will rely on the subrecipient’s compliance with OMB circular A-133 audit requirement. DCHC-MPO will apply the following review procedures:
 - a. DCHC-MPO will ensure that the subrecipient audit requirement was completed within 9 months subsequent to fiscal year end;
 - b. DCHC-MPO will review the annual audit report and if necessary, issue a management decision on audit findings within 6 months after receipt of the annual audit report;
 - c. DCHC-MPO will ensure that the subrecipient has taken timely and appropriate corrective action on all audit findings by requesting a copy of such actions and/or preventative measures developed to avoid future reoccurrence;
 - d. If there is an inability or unwillingness of the subrecipient to comply with the required audit requirement,
 1. DCHC-MPO will document noncompliance issues,
 2. DCHC-MPO will take appropriate action using sanctions
5. *Subrecipient Sub-allocation* – In the event that *any portion* of subrecipients’ funds have been sub-allocated to another entity, the MPO passes all reporting, monitoring, and compliance requirements down to the subrecipient level. The subrecipient is also required to provide the MPO documentation that compliance with all Federal grant requirements has been met.
6. *Pass-Through Entity Impact* – DCHC-MPO will continually subjectively evaluate the impact of subrecipient activities on the pass-through entity’s ability to comply with applicable Federal regulation.

Compliance: A compliance spreadsheet will be used in documenting our subrecipient monitoring procedures.

(Note: There may be factors that affect/change the nature, timing, and extent of this monitoring; i.e.; program complexity, percentage passed through, and amount of award)

SUBRECIPIENT MONITORING and TESTING DOCUMENTATION



Durham . Chapel hill . Carrboro Metropolitan Planning Organization

- Member Governments**
 Town of Carrboro
 Town of Chapel Hill
 County of Chatham
 City of Durham
 County of Durham
 Town of Hillsborough
 NC Department of Transportation
 County of Orange

COMPLIANCE PROCEDURES														
Sub-Recipient Name	Fiscal Year	Federal Award Amount	Date of Award Identification	Timeliness of Quarterly Reports (S-satisfactory, U-unsatisfactory)	Site Visit (s) Date (s)	Audit Required (box checked =yes)	If Audit required, Date Completed	Audit was completed within the 9 month deadline	Audit Findings Issued (box checked =yes)	If audit findings exist, management decision required Date of management decision/comments issued	Management comments were issued within 6 month deadline	Note comments on the appropriateness and timeliness of corrective action on audit finding	Note comments on inability or unwillingness of subrecipient to complete audit (date, times, additional requests)	Dates, times of sanctions (if applicable)
Chapel Hill Transit				S <input type="button" value="v"/>		<input checked="" type="checkbox"/>		No <input type="button" value="v"/>	<input checked="" type="checkbox"/>		No <input type="button" value="v"/>			
Chatham County				U <input type="button" value="v"/>		<input type="checkbox"/>		Yes <input type="button" value="v"/>	<input checked="" type="checkbox"/>		N/A <input type="button" value="v"/>			
Durham Area Transit Authority				<input type="button" value="v"/>		<input checked="" type="checkbox"/>		N/A <input type="button" value="v"/>	<input type="checkbox"/>		Yes <input type="button" value="v"/>			
Orange County				<input type="button" value="v"/>		<input type="checkbox"/>		N/A <input type="button" value="v"/>	<input type="checkbox"/>		No <input type="button" value="v"/>			
Town of Carrboro				<input type="button" value="v"/>		<input checked="" type="checkbox"/>		N/A <input type="button" value="v"/>	<input type="checkbox"/>		No <input type="button" value="v"/>			
Town of Chapel Hill				<input type="button" value="v"/>		<input checked="" type="checkbox"/>		N/A <input type="button" value="v"/>	<input type="checkbox"/>		No <input type="button" value="v"/>			
Town of Hillborough				<input type="button" value="v"/>		<input type="checkbox"/>		N/A <input type="button" value="v"/>	<input type="checkbox"/>		No <input type="button" value="v"/>			
Triangle J Council of Governments				<input type="button" value="v"/>		<input type="checkbox"/>		N/A <input type="button" value="v"/>	<input type="checkbox"/>		No <input type="button" value="v"/>			
Triangle Transit				<input type="button" value="v"/>		<input type="checkbox"/>		N/A <input type="button" value="v"/>	<input type="checkbox"/>		No <input type="button" value="v"/>			

DCHC-MPO Oversight Procedures for Section 5307 – Urbanized Area Formula Program

Purpose: This document serves to establish the Durham-Chapel Hill-Carrboro Metropolitan Planning Organization’s (DCHC-MPO) oversight responsibility concerning Section 5307 Urbanized Area Formula Federal grant program funds that have been designated to member Transit agencies’ to use on Metropolitan Planning activities.

Scope: The Omnibus Appropriations Act of 2009 provided Federal funding under the Section 5307 Urbanized Area Formula Program. The policy and procedures described henceforth apply to all Federal funds received both directly and indirectly, which are subsequently passed-through to local transit agencies and member governments.

Frequency: This policy dictates oversight responsibilities that will be carried out depending on the requirements listed below.

Responsibility: This program authorizes Federal funding for *capital, operating assistance, and planning activities*, for transit in Urbanized Areas (UZA) and must be obligated within 4 years of the year of appropriation. As a designated UZA and appointed Designated Recipient (DR) of this apportionment, DCHC is responsible for providing reasonable oversight of local transit agencies and member governments that have designated any portion of Section 5307 program to metropolitan planning activities included in the current year Unified Planning Work Program (UPWP). This policy sets forth the following oversight procedures:

MPO/LPA Staff:

1. The MPO will receive notification from the Federal Transit Administration (FTA) of the annual apportionment available to the Durham UZA.
2. The Technical Coordinating Committee (TCC) will make recommendations to the Transportation Advisory Committee (TAC) to approve and authorize the distribution of Durham UZA Section 5307 funds.
3. The MPO will send an approved distribution letter to the FTA Transportation Program Specialist. This letter is used to monitor the transit agency’s application as well as provide an additional layer of oversight.
4. A copy of the approved distribution letter will be sent the each participating transit agency along with the MPO’s oversight responsibilities set forth in this document.

Grant Recipient:

1. Each transit agency receiving funding will submit an application to FTA via the Transportation Electronic Award Management (TEAM) system within 30 days of TAC's authorization. The application is used to obligate Section 5307 funding for approved project (s) (*The application will be assigned a 10-digit application number beginning with NC-90-XXXX-XX*)
2. Each transit agency must forward a copy of the *approved application* and *certificate of award/grant agreement* to DCHC within 15 days of receipt of FTA documents.
 - a. Any time there is a subsequent application and/or amendment; updated copies must also be sent the DCHC.
3. Copies of the following reports are due to LPA grant staff on the Federal Fiscal Year calendar dates:

Reporting Period	Due Date
1st Quarter	15-Feb
2nd Quarter	15-May
3rd Quarter	15-Aug
4th Quarter	15-Nov

- i. **Narrative reports** - Each transit agency must forward a copy of their quarterly Narrative reports to DCHC according to the deadlines dictated above. (*The standard FTA narrative report includes complete project information, the Federal Financial Report (SF-425) and a Milestone/Project Progress report.*)
- ii. **UPWP Detail Expenditure Report** - Each transit agency/participating member government must complete the detailed expenditure report in the standard UPWP task format according to the deadlines dictated above.
- iii. Each transit agency will forward a "print-screen" copy of the Project Funds/Status - **Project funding tab only** to DCHC according to the deadlines dictated above. (*This report will give details on obligations, disbursements, de-obligation & refunds over the life of the project.*)

Non-compliance: DCHC will enforce this policy by applying the following procedures:

1. If any reporting requirement is not met within 5 days subsequent to the deadline, on the 6th business day, an email reminder will be sent documenting non-compliance.
2. If any reporting requirement is not met, within 10 days subsequent to the deadline, on the 11th business day, the transit agency's name and

reporting violation will be to forwarded to the Director of Transportation and corresponding Agency Head.

3. If any reporting requirement is not met, within 30 days subsequent to the deadline, on the 31st business day, the transit agency will be put on notice that a ***recommendation of non-funding*** of future Section 5307 is being submitted to the TAC for approval.

POLICY FRAMEWORK FOR DCHC-MPO'S FEDERAL FUNDS

Under the federal Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU), the Durham-Chapel Hill-Carrboro Metropolitan Planning Organization (DCHC-MPO) is responsible for programming and maintaining the seven-year Metropolitan Transportation Improvement Program (MTIP), coordinating updates of the State Transportation Improvement Program (STIP) and selecting projects to receive funds from three federal funding programs:

- Surface Transportation Program – Direct Apportionment (STP-DA)
- Congestion Mitigation and Air Quality (CMAQ)
- Federal Transit Administration (FTA)

Under SAFETEA-LU, DCHC-MPO is required to document the process used for programming these funds. The “Policy Framework for the DCHC-MPO’s Federal Funds” provides policy direction and guidelines for the recommendation and selection of projects to receive DCHC-MPO funds. In addition to more general policy direction, this Policy Framework contains specific information for DCHC-MPO’s project selection process for programming DCHC-MPO funds, as part of the development of the TIP. This policy focuses and provides guidance for programming DCHC-MPO funds and support implementation and tracking of projects established in the MPO’s Long Range Transportation Plan, the 2035 *LRTP*, adopted on May 13, 2009.

Transportation Improvement Plan (TIP)

The TIP contains the transportation project list developed and approved through the MPO’s decision-making process. The TIP is focused on the development and implementation of projects that are part of or directly support key local and state transportation policies and plans, including designated projects in the 2035 *LRTP*. Under federal law, the TIP must be a four-year program of projects that is updated at least every 2 years. At a minimum, federal and state legislation requires a Metropolitan TIP to contain all of the transportation projects requesting federal transportation funding under Titles 23 CFR (Highways) and 49 CFR (Transit) in the United States Code, as well as all the non-federally funded, significant projects. The 2012–2018 TIP will therefore include:

- Projects using federal funds managed by DCHC-MPO (STP-DA, CMAQ, and FTA).
- Projects using federal and state funds managed by NCDOT.
- Projects of significance, regardless of funding source, required to be included in the air quality analysis and conformity determination of the TIP.

- Projects carried forward from the previous TIP funding, with funds not yet obligated.

Responsibility for Project Selection

As part of the development of the TIP, DCHC is responsible for reviewing all projects submitted for programming. Attachment 1 diagrams the project recommendation processes used to program funds to the TIP and the responsibilities of the various agencies involved. The process can be summarized as follows:

- **DCHC-MPO funds**: DCHC has primary responsibility for selecting projects to receive DCHC-managed federal funds from the STP-DA, CMAQ, and FTA federal funding programs.
- **State managed funds (In coordination with the MPO)**: NCDOT has primary responsibility for selecting projects to receive federal funds from programs such as Interstate Maintenance, the Bridge Program, and the National Highway System program. NCDOT also manages funds from several statewide competitive federal programs such as the Transportation Enhancements Program and the Safety Program. In addition, NCDOT and other state agencies are responsible for distributing state transportation funds.
- **Other federal funds**: The United States Congress and the Federal Highway Administration have primary responsibility for selecting transportation projects to receive funds from federally managed funding programs such as Discretionary/High Priority Programs, Transit New-Start Programs, and the Transit Bus Allocation Program.
- **Local funds**: Cities, counties and transit agencies have primary responsibility for selecting projects to receive local funds.

DCHC-MPO Funds - Eligibility Requirements

As previously stated, DCHC is responsible for selecting projects to receive STP-DA, CMAQ, and FTA funds. Each federal funding program has specific eligibility requirements, as follows:

- STP-DA funds are the most flexible of DCHC funds and can be used for a variety of transportation projects, transit projects, and planning activities.
- CMAQ funds are available for specific categories of transportation projects and programs that improve air quality by increasing the efficiency of existing transportation facilities or reducing travel demand on those facilities. General purpose roadway projects are not eligible.
- FTA funds may be used *only* for transit related projects serving the DCHC's federal urbanized areas.

DCHC-MPO Funds - STP-DA Funding Proposal

In 2008 the MPO adopted the following three step process for establishing an annual STP-DA funding proposal. The Technical Coordinating Committee (TCC) recommends to the Transportation Advisory Committee (TAC) approval of the distribution of funds to projects via this process.

Step 1 – Distribution guidance

The MPO funds identified are distributed through a partially competitive and non-competitive process. This process is based on the requirements of current transportation legislation, with additional guidance provided by the *2035 LRTP*, the MPO's long-range metropolitan transportation plan and other local comprehensive plans.

The process begins with the calculation of our “expected” annual STP-DA funds available. It is calculated by combining our annual allocation over the 7 year period with any prior year uncommitted balance. The total “expected” STP-DA funds available is initially reduced by the following items:

1. *Annual Reserve* (15%)- distributed to participating members on a competitive basis
2. *Staff and Routine Planning* needs - funding level varies depending on LPA needs
3. *Extra Planning needs* - funding level varies depending on LPA needs

After those items have been accounted for, the “remainder” of STP-DA funds is allocated to 3 sub-categories as follows:

1. 25% to *Transit* (non-competitive split: 50% Chapel Hill Transit, 50% Durham Area Transit Authority)
2. 25% to *Regional Bicycle and Pedestrian* (competitive – for projects of regional scale and importance)
3. 50% to *Local Discretionary* (distributed to participating members on a non-competitive basis)

Step 2 – Distribution of STP-DA within the each distribution category

Annual Reserve (Small Projects) – This category is intended to be used for short-term immediate needs and small projects. No guidelines have been proposed for distribution by jurisdiction so that the MPO has flexibility in responding to immediate needs that may vary significantly from year to year.

Staff and Routine Planning – This category is for LPA staff and routine planning activities either performed by the LPA or by other agencies (TJ COG or the Model Service Bureau) on behalf of the LPA. There is no need for guidelines for the distribution of funding within this category because all funding is for MPO-wide activities – no funding is allocated to individual jurisdictions.

Extra Planning – This category is for special emphasis projects either performed by the LPA or member jurisdictions. This category is for larger, more expensive planning projects that will enhance transportation planning in the MPO but are not required. No guidelines have been proposed for distribution by jurisdiction. All of the projects that have been approved

are for MPO-wide activities.

Transit - The TAC approved an even distribution of STP-DA funds within the transit category between Chapel Hill Transit and DATA

Regional Bicycle and Pedestrian – There is no distribution formula for funding within this category. Projects in this category will span across multiple jurisdictions or otherwise provide regional benefits through increased connectivity.

Local Discretionary – For the local discretionary category, the TAC approved a guaranteed \$500,000 minimum for each municipality over the 7-year TIP and then distribution of the remainder proportionate to municipal population.

Step 3 – Allocate STP-DA funds to specific projects within each category

All funding of specific projects within each category must be presented to the TAC for approval. There is no sub-allocation of funding directly to member governments.

These first 3 categories are approved annually with the UPWP process:

Annual Reserve (Small Projects) – Each member agency will submit new or continued projects annually for this category.

Staff and Routine Planning – The LPA Staff will submit estimated staffing and routine planning activities annually for this category.

Extra Planning – The LPA Staff will submit new or continued projects for this category.

These next 3 categories are typically approved bi-annually with the MTIP process; yet amendments can be made in the interim as needed:

Transit – Transit agencies will submit projects for the TCC to develop a recommendation for the transit category.

Regional Bicycle and Pedestrian – LPA staff and each member agency will submit new or continued projects for this category. LPA formally identified regional connections as part of the 2035 LRTP.

Local Discretionary – LPA staff and each member agency will submit new or continued projects for this category. The TAC will approve with the added expectation that offers municipalities flexibility in funding projects that reflect their own priorities.

DCHC-MPO Funds – STP-DA Project Approval Process

DCHC has an established process for recommending and selecting projects to receive DCHC funds. STP-DA funds are distributed based on the aforementioned funding proposal methodology and the following funding policy that was adopted by TAC in 2003:

“Funding priority will be given to projects in the adopted DCHC Long Range Transportation Plan in the following categories and not for roadway projects:

----Public Transit, Bicycle and Pedestrian Facilities, Transportation System Management/Transportation Demand Management / Intelligent transportation Systems, Scenic and Environment enhancements, Planning Studies that support the implementation or development of the adopted and future versions of DCHC’s Long Range Transportation Plan, & Air Quality Programs

When projects are being considered, equity and funding in jurisdictions over time will be considered.”

Projects that are submitted for funding requests will be given priority separately according to the seven project groups and the following guiding principles:

1. Annual Reserve (Small projects), includes:
 - a. LPA and local government planning activities under \$200,000 (federal)
 - b. Bicycle, pedestrian and transit projects under \$200,000 (federal)
 - c. Cost over-runs and additions to existing projects
 - d. These are projects that require less advance planning and can be completed quickly.
2. LPA staff requests and LPA and local government routine planning activities, includes:
 - a. New and existing LPA staff positions
 - b. Activities that are required to be completed such as air quality planning, congestion mitigation plan, modeling, etc.
3. LPA and local government extra planning activities, include:
 - a. LPA and local government planning activities over \$200,000 (federal)
 - b. Optional activities such as special emphasis projects
4. Transit projects over \$200,000 (federal)
5. Regional bicycle and pedestrian projects
 - a. Projects of regional scale and importance that span or connect multiple jurisdictions.

6. Local Discretionary –This is the most flexible category. Projects can include:
- a. Large bicycle and pedestrian projects
 - b. Scenic and environmental enhancements to highway TIP projects
 - c. Transit projects
 - d. Planning projects
7. Travel demand management - Funding for the TDM will be shared equally by CAMPO. The MPO's share of TDM for FY 2009 and future years will be provided using CMAQ funds. TDM offers very high air quality benefits and competes very favorably for CMAQ funding. Future CMAQ funds have been approved for FY 2013 through 2015 for TDM.

DCHC-MPO Funds – CMAQ Funding

Federal CMAQ funds are apportioned annually to each State according to the severity of its criteria air problems. The CMAQ program is funded by the Federal Highway Administration (FHWA); therefore CMAQ projects must follow Federal laws and regulations. Since transportation and environmental program priorities fluctuate, a limited portion of CMAQ apportionment can be transferred to other Federal-aid highway programs such as:

- Surface Transportation Program (STP)
- National Highway System (NHS)
- Highway Bridge Program (HBP)
- Interstate Maintenance (IM)
- Recreational Trails Program (RTP)
- Highway Safety Improvement Program (HSIP)

The transfer of funds has specific monetary provisions and will differ each year. It is also a requirement that any transfer of such funds must still be obligated in nonattainment and maintenance areas. The MPO plans to explore the option of transferring funds.

The CMAQ program is based on a competitive process for which proposals for candidate transportation projects are submitted to North Carolina Department of Transportation (NCDOT). MPO's and RPO's responsible for transportation planning in air quality non-attainment & maintenance areas are encouraged to work cooperatively with their member jurisdictions to develop & submit project proposals. There is currently a minimum project threshold of \$100,000.

Transit project(s) selected as part of the CMAQ competitive process are flexed to the Federal Transit Administration (FTA) and retain the funding laws and regulation under the CMAQ program. FTA is ultimately responsible for the administration of flexed CMAQ funds.

Project Tracking System

DCHC would like to implement a Project Tracking System to monitor the progress of DCHC's STP-DA, CMAQ, and FTA funds. The following is a proposed tracking system. The project tracking policies contained within this document apply to the following federal funds for which the DCHC

has primary responsibility for project selection through the current congressional appropriations bill:

- Surface Transportation Program Direct Attributable (STP-DA),
- Congestion Mitigation and Air Quality Improvement Program (CMAQ), and
- Federal Transit Administration (FTA) – Section 5307

The purpose of the project tracking system is to ensure the timely use of all MPO managed federal funds (referred to as “MPO funds”). Three important goals of the system are to:

- Implement approved qualified/quantifiable projects
- Identify the reasons and accountability for, and possible solutions to, project delays
- Ensure a consistent process is followed for any distribution of MPO funds
- Ensure minimal impact to DCHC’s UZA in the event of future rescissions

Each project sponsor will be responsible for identifying the appropriate estimated obligation date for each phase of their project receiving MPO funds and update as necessary via the project tracking database. A one-year grace period beyond the estimated obligation date is established for each project. The estimated obligation date identified by each project sponsor, once funds are programmed in the Transportation Improvement Program (TIP), is used to monitor the progress of the funds and the projects.

This project tracking system will monitor *the obligation* of STP-DA and CMAQ funds, as well as the timely realignment of these funds when necessary. A decision on the need to develop policies and procedures for monitoring the expenditures of STP-DA will be instituted at a future date. LPA staff is currently working to develop a CMAQ project evaluation analysis policy. This policy will monitor CMAQ projects to evaluate whether or not they have met their intended objectives and will also be used in decisions for future CMAQ funding. This policy will be instituted begin with the FY2011 UPWP reporting cycle.

Policies - Obligations & Monitoring

A. Obligation Monitoring of STP-DA and CMAQ Funds

Each phase of a project with STP-DA and/or CMAQ funds is allowed a one-year grace period beyond the allocation year. If project funds remain un-obligated by the end of this grace period, funds are at risk of being removed from the project. The MPO staff will provide regular reports to both the TCC and the TAC of those projects with STP-DA and/or CMAQ funds that are approaching this milestone. These reports will include information on the age of the funds, the phases

programmed, and the length of time passed beyond the estimated obligation date (i.e., months “past due”).

LPA staff will notify the project sponsor when any STP-DA or CMAQ funds are nine months past the estimated obligation date (before the one-year grace period expires). The project sponsor will be required to prepare a narrative outlining the reasons for the delay in preparation for presentation to the TCC. The LPA staff, along with the TCC’s input will determine whether or not an obligation date extension is warranted.

1. The length of any obligation date extension will be determined on a case-by-case basis and may be allowed for any date within the 7-year time span of the current TIP. The TCC will then make a recommendation to the TAC.
2. If the LPA staff and subsequent TCC determination is that an obligation date extension is not warranted, the recommendation to the Committee will be to remove the funds in question from the project. Project sponsors will be provided the opportunity to present their case to the Committee if they choose to appeal the recommendation. The LPA Staff will be regularly notified well in advance of all delayed projects with “at risk” funds via the reports mentioned above, and will be taking action on all subsequent activities. Any redistribution of these funds will follow the policies contained in Section E of this document.
3. LPA staff will obtain a monthly report from NCDOT that will be used to develop a report to reconcile project obligations. This will provide a “real-time” status of project obligations.

B. Expenditure Monitoring of STP-DA and CMAQ Funds

A decision on the need to develop policies and procedures for monitoring the expenditures of STP-DA will be instituted at a future date. LPA staff is currently working to develop a CMAQ project evaluation analysis policy. This policy will monitor CMAQ projects to evaluate whether or not they have met their intended objectives and will also be used in decisions for future CMAQ funding.

C. Obligation and Expenditure Monitoring of FTA Funds

These funds include STP-DA and CMAQ funds flexed from FHWA. The TAC will approve the flexed amount each year at the first meeting for the federal fiscal year. (Typically October TAC meeting) Once the TAC has approved the flexed amount, the request is made through NCDOT-PTD to transfer (flex) these funds, making them available through the FTA grant application process.

1. Each transit agency receiving funding will submit an application to FTA via the Transportation Electronic Award Management (TEAM) system within 30 days of TAC’s authorization. The application is used to obligate Section 5307 funding for approved project (s) (*The application will be assigned a 10-digit application number beginning with NC-90-XXXX-XX*)
 - a. Any time there is an application amendment; updated copies must be sent to DCHC.

2. Each transit agency must forward a copy of the approved application and certificate of award/grant agreement to DCHC within 15 days of receipt of FTA documents.
3. The mandatory reports and applicable due dates are as follows:
 - 1st Quarter* - due Feb. 15th;
 - 2nd Quarter* - due May 15th;
 - 3rd Quarter* - due Aug. 15th;
 - 4th Quarter* - due Nov. 15th
 - a. **Narrative reports** - Each transit agency must forward a copy of their quarterly narrative reports to DCHC according to the deadlines dictated above. *(The standard FTA narrative report includes complete project information, the Federal Financial Report (SF-425) and a Milestone/Project Progress report.*
 - b. **UPWP Detail Composite Report** - Each transit agency/participating member government must complete the detailed composite expense report in the standard UPWP task format according to the deadlines dictated above. (Reference Table #1 below)
 - c. **Project Funds/Status** - Each transit agency will forward a “print-screen” copy of the Project Funds/Status – Project funding tab only to DCHC according to the deadlines dictated above. *(This report will give details on obligations, disbursements, de-obligation & refunds over the life of the project.)*

D. Scope Changes to Projects Awarded STP-DA, CMAQ and/or FTA Funds

Requests for a change in scope for a project that received DCHC funds must be submitted to the TCC for evaluation. All projects awarded CMAQ funds were selected via a competitive process based upon the expectation that the project as described in the grant application would be delivered in the time frame specified. During the selection process of CMAQ projects, each project went through an extensive sub-committee review and quality analysis. As a result, proposed scope changes may have consequences that require careful review and evaluation by LPA staff before they can be recommended for approval.

If a change is requested such that the MPO funds will implement some reduced scope of the existing project, the project sponsor will be asked to provide information on their intent to complete the full project and the request will be sent to the TAC for approval. An existing project’s scope may not be modified so substantially as to effectively constitute a new project. This will be reviewed on a case-by-case basis, but a change in location or outcome may be considered a new project (e.g., changing the scope from a high occupancy vehicle lane to a general purpose lane). A key factor will be how the project was described and evaluated during the competitive process – any scope changes will then be reviewed to determine if the project is essentially meeting the spirit of the original evaluation.

E. *Distribution of New and "Returned" STP-DA, CMAQ and FTA Funds*

New and "Returned" funds are defined as follows:

1. **New funds** are defined as additional funds to the MPO/UZA from the reauthorization of SAFETEA-LU or other sources.
2. **Returned funds** may originate from several sources: un-committed funds remaining from each project category, unused funds from completed projects, unused funds remaining from cancelled projects, or funds "returned" from projects due to a variety of reasons (such as an indefinite delay to a project, a change in priorities, or the receipt of other funding sources).

The TCC and TAC will approve the following:

- A MPO wide STP-DA contingency lists of prioritized projects. In the event that additional funds become available through the reauthorization of the federal transportation act, the project tracking system, or any other sources, these contingency lists will become effective. The contingency projects must also be already included in the current TIP, and will remain in effect (unfunded) until the next project selection process, to be considered for more distributed MPO funds. The contingency lists should encompass projects through-out the MPO.
- A MPO wide CMAQ contingency list will be retained based on originally submitted proposals that met the program requirements during the current competitive selection process, but were otherwise unable to be funded due to funding availability.

The FTA funds distributed noncompetitively will not be affected by this policy, yet transit projects may be highly considered as contingency projects due to the increased ability to obligate these funds/projects.

Table #1:

Local Agency: Name
Quarter Ending: June 30, 20XX

SECTION 104 (f) (Planning Grant Program)

Fill columns in BLUE only.

	Task Description	FY 2009-10 BUDGET	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Year To Date	Balance
II-A Surveillance of Change			PL Section 104(f)					
	1 Traffic Volume Counts	-	-	-	-	-	-	-
	2 Vehicle Miles of Travel	-	-	-	-	-	-	-
	3 Street System Changes	-	-	-	-	-	-	-
	4 Traffic Accidents	-	-	-	-	-	-	-
	5 Transit System Data	-	-	-	-	-	-	-
	6 Dwelling Unit, Pop. & Emp. Change	-	-	-	-	-	-	-
	7 Air Travel	-	-	-	-	-	-	-
	8 Vehicle Occupancy Rates	-	-	-	-	-	-	-
	9 Travel Time Studies	-	-	-	-	-	-	-
	10 Mapping	1,000	-	586	200	214	1,000	-
	11 Central Area Parking Inventory	-	-	-	-	-	-	-
	12 Bike & Ped. Facilities Inventory	-	-	-	-	-	-	-
	13 Bike & Ped. Counts	-	-	-	-	-	-	-
II-B Long Range Transp. Plan								
	1 Collection of Base Year Data	-	-	-	-	-	-	-
	2 Collection of Network Data	-	-	-	-	-	-	-
	3 Travel Model Updates	250	-	-	250	-	250	-
	4 Travel Surveys	-	-	-	-	-	-	-
	5 Forecast of Data to Horizon year	-	-	-	-	-	-	-
	6 Community Goals & Objectives	250	-	-	125	125	250	-
	7 Forecast of Future Travel Patterns	-	-	-	-	-	-	-
	8 Capacity Deficiency Analysis	-	-	-	-	-	-	-
	9 Highway Element of the LRTP	625	112	441	72	-	625	0
	10 Transit Element of the LRTP	1,000	328	454	200	20	1,000	1
	11 Bicycle & Ped. Element of the LRTP	1,000	217	225	275	283	1,000	-
	12 Airport/Air Travel Element of LRTP	-	-	-	-	-	-	-
	13 Collector Street Element of LRTP	375	87	113	150	25	375	0
	14 Rail, Water or other mode of LRTP	-	-	-	-	-	-	-
	15 Freight Movement/Mobility Planning	-	-	-	-	-	-	-
	16 Financial Planning	-	-	-	-	-	-	-
	17 Congestion Management Strategies	1,000	130	83	-	787	1,000	(0)
	18 Air Qual. Planning/Conformity Anal.	-	-	-	-	-	-	-
II-C Short Range Transit Planning								
	Short Range Transit Planning	1,500	323	285	92	800	1,500	0
III-A UPWP								
	Planning Work Program	1,250	459	435	300	58	1,250	0
III-B Transp. Improvement Plan								
	Transp. Improvement Plan	2,000	412	574	500	514	2,000	(0)
III-C Cvl Rgts. Cmp./Otr. Reg. Req.								
	1 Title VI	-	-	-	-	-	-	-
	2 Environmental Justice	250	43	150	20	37	250	(0)
	3 Minority Business Enterprise	-	-	-	-	-	-	-
	4 Planning for the Elderly & Disabled	300	22	-	150	128	300	0
	5 Safety/Drug Control Planning	-	-	-	-	-	-	-
	6 Public Involvement	2,000	105	870	55	970	2,000	(0)
	7 Private Sector Participation	-	-	-	-	-	-	-
III-D Incidental Plng./Project Dev.								
	1 Transportation Enhancement Plng.	-	-	-	-	-	-	-
	2 Enviro. Analysis & Pre-TIP Plng.	375	-	-	-	375	375	-
	3 Special Studies	4,000	810	2,406	328	456	4,000	(0)
	4 Regional or Statewide Planning	-	-	-	-	-	-	-
III-E Management & Operations								
	Management & Operations	11,250	4,706	3,263	1,500	1,781	11,250	(0)
	TOTALS	28,425	7,752	9,735	4,217	6,571	28,425	(0)
TOTAL Expenditure This Quarter			7,752	9,735	4,217	6,571		
FTA Reimbursement (80% of Expended Quarter Amount)			6,202	7,788	3,374	5,257		

POLICY REVIEW COMMENTS

MPO Policy #1 "DCHC-MPO Sub-recipient Monitoring Policy and Procedures"

1. Is there a CPA on staff at the DCHC or under contract to fulfill the following tasks?
 - **LPA response:** A CPA is not necessary under this requirement. As we administer the grant, testing records to provide "reasonable" assurance will only include testing expenditure items directly related to specific grant awards passed thru the MPO. We will **not be "expressing an opinion"** according to Generally Accepted Accounting Principles (GAAP) on whether the financial statements fairly present the financial position, results of operations, and changes in financial position of the entity receiving funding.

Responsibility:

2. *During-The-Award Monitoring*
 - b. Conduct site visits, as necessary
 3. Examine financial records to provide reasonable assurance to the accounting accuracy of the sub-recipient's accounting records and internal controls, and
4. *Sub-recipient Audits*
 - b. DCHC-MPO will review the annual audit report and if necessary, issue a management decision on audit findings within 6 months after receipt of the annual audit report;

MPO Policy #2 "DCHC-MPO Oversight Procedures for Section 5307—Urbanized Area Formula Program"

1. Triangle Transit receives funding passed-through DCHC and CAMPO. The deadline proposed for grant application in the DCHC proposed policy (30 days after DCHC TAC authorization) would create undue burden to our agency. If CAMPO has not taken the Section 5307 split to the CAMPO TAC, we would be forced to submit ½ of a grant application to FTA to meet DCHC's policy. For FTA, it's an ineffective use of time because of multiple reviews.
 - **LPA response:** FTA Deadline is July 1st. We can change the deadline to be a set date of June 1st of that grant year.
2. FY 2010 Apportionment as an example: We have only received notification of about 5/12 of the federal apportionment for FY 2010 (it is now April), two months until UPWP fiscal year-end. At DCHC, we decided to complete the spreadsheet for the split among Triangle Transit, DATA and Chapel Hill for the 5/12 apportionment. However, at CAMPO, we decided among the grantees to wait until the full apportionment has been announced so that we would not be duplicating effort.
 - **LPA response:** It is understandable that as long as TTA is working with two separate agencies, deadlines and commitments will not always parallel.
3. Deadlines in policy. Why the strict deadlines with sanctions? Is the DCHC in turn preparing another report and must submit by a deadline?

POLICY REVIEW COMMENTS

- **LPA response:** The deadline and sanctions have been developed to streamline a process and create more stable oversight of sub-recipients' usage of federal funds, which has been an area of concern on the most recent audit report for the City of Durham (LPA).
4. Understanding of the Section 5307 funding process (Timeline). The Unified Planning Work Program (UPWP) period of performance is July 1-June 30 of a fiscal year. The federal fiscal year begins October 1. However, in the many years that I have worked with FTA funding, I have not seen a grant application able to be submitted before March because full appropriations would not have been announced. With that said, grant award could take place between April and May. Fiscal year-end for the UPWP would be in one month-June. The deadlines proposed for quarterly updates for the purpose of monitoring (MPO Policy #2, Page 2, #3i) could not be fulfilled by the Grants Administrator because a grant would not exist.
- **LPA response:** The deadlines mentioned would relate to the subsequent fiscal reports. For example; if FFY10 begins October 1, 2009. The agency would have applied for this grant funding by July 1, 2009. The 1st quarter reports will cover performance period October 1, 2009 – December 31, 2009. This report will be due February 15th, 2010. This gives grant recipients 45 days to complete the reporting necessary to fulfill this requirement. This is the exact same process that needs to be complete for FTA by January 31, 2010. Therefore, this only requires printing a copy for us (LPA).
5. **Narrative Reports** (page 2)- How would the Grants Administrator comply with the DCHC Policy #2 quarterly reporting periods, a grant does not exist; hence, no TEAM quarterly report? Yet, the UPWP for which the grant relates is complete? Monitoring at this stage (after grant award) would be a moot point. Speaking from Triangle Transit's reporting, I draw down all planning funds in one ECHO request because the period of performance is complete. The narrative to FTA consists of two sentences: Project Began July 1, 20XX; and Project Ended June 30, 20XX.
- **LPA response:** The deadlines mentioned would relate to the subsequent fiscal reports. For example; if FFY10 begins October 1, 2009. The agency would have applied for this grant funding by July 1, 2009. The 1st quarter reports will cover performance period October 1, 2009 – December 31, 2009. This report will be due February 15th, 2010. This gives grant recipients 45 days to complete the reporting necessary to fulfill this requirement. This is the exact same process that needs to be complete for FTA by January 31, 2010. Therefore, this only requires printing a copy for us (LPA). This procedure is deemed reasonable. The narrative report is a comprehensive document. **Sample provided on last page.**
6. We are required by OMB A-133 to have an independent audit. Our independent auditors review the programs to determine compliance. Any Findings are reported in the Annual Audit we are required to submit to FTA and NCDOT. Those funding agencies coordinate with us on resolving findings. Would DCHC be duplicating these efforts?

POLICY REVIEW COMMENTS

- ***LPA response:*** We would not be duplicating these efforts, we would just be in compliance the Federal Compliance Supplement, Part 3, Section M. Sub-recipient Monitoring. These efforts again have been implemented in direct response to our FY2009 audit finding regarding the lack of ample sub-recipient monitoring efforts by the City of Durham (LPA).

DOT**FTA**

U.S. Department of Transportation

Federal Transit Administration

NC-37-X017-01 Quarterly Narrative Report

Oct. 01, 2009 through Dec. 31, 2009

As Of Feb. 26, 2010

MS/P Report Submitted , FFR Submitted

Part 1: Recipient Information

Project Number:	NC-37-X017-01
Recipient ID:	1060
Recipient Name:	CITY OF DURHAM
Address:	101 CITY HALL PLAZA , DURHAM, NC 27701 3329
Telephone:	(919) 560-4366
Facsimile:	(919) 560-4561

Part 2: Project Information

Project No:	NC-37-X017-01
Brief Desc:	JARC Operating Assistance
FTA Project Mgr:	Guanying (George) Lei, 404-865-5615
Start/End Date:	Jul. 01, 2008 - Jun. 30, 2011
Gross Project Cost:	\$968,858
Adjustment Amt:	\$0
Total Eligible Cost:	\$968,858
Total FTA Amt:	\$506,798
Total State Amt:	\$0
Total Local Amt:	\$462,060
Other Federal Amt:	\$0

Part 3: Federal Financial Report

Financial Status

	<u>Previous</u>	<u>This Period</u>	<u>Cumulative</u>

A. Total Expenditures	\$483,645	\$50,564	\$534,209
B. Recipient Share of Expenditures	\$234,585	\$25,184	\$259,769
C. Federal Share of Expenditures	\$249,060	\$25,380	\$274,440
D. Total Unliquidated Obligations			\$0
E. Recipient Share of Unliq. Obligations			\$0
F. Federal Share of Unliq. Obligations			\$0
G. Total Federal Share (C + F)			\$274,440
H. Total Federal Funds Authorized			\$506,798
I. Unobl. Bal. of Fed. Funds (H - G)			\$232,358

Indirect Expense

Type	N/A
Rate	0.00%
Base	\$0
Amount Charged	\$0
Federal Share	\$0

Part 4. Milestone/Progress Report

Project Status Overview

FTA reviewed FFR & MPR on 02/26/2010:

please update expired est. comp. dates with description, see below for regarding the same issue in previous review - GL

FTA reviewed FFR & MPR on 12/08/09:

please update expired milestones with description - GL

New Hope commons project 100% complete. Rogers road community and NS&G route expansion projects in progress.

	<u>Quantity</u>	<u>FTA Amount</u>	<u>Elig. Proj. Cost</u>
11.80.00 STATE OR PROGRAM ADMINISTRATION	0	\$44,738	\$44,738

	<u>Milestone Description</u>	<u>Orig. Est. Comp. Date</u>	<u>Rev. Est. Comp. Date</u>	<u># Rev</u>	<u>Actual Comp. Date</u>	<u>Cont. Code</u>
1.	Initial Expenditure	5/14/2008				
2.	Final Expenditure	6/30/2010				
3.	New Hope Commons complete		3/31/2009		3/31/2009	

	<u>Quantity</u>	<u>FTA Amount</u>	<u>Elig. Proj. Cost</u>
30.09.01 UP TO 50% FEDERAL SHARE	0	\$462,060	\$924,120

	<u>Milestone Description</u>	<u>Orig. Est. Comp. Date</u>	<u>Rev. Est. Comp. Date</u>	<u># Rev</u>	<u>Actual Comp. Date</u>	<u>Cont. Code</u>
1.	Initial Expenditure	7/1/2009				
2.	New Hope commons complete		3/31/2009		3/31/2009	
3.	Final Expenditure	6/30/2011	6/30/2010	1		
	DETAILED DESCRIPTION: Two Chapel Hill projects still in progress. Final expenditures expected 6/30/2010					
	PROGRESS: As a result of the JARC grant, Chapel Hill Transit and the Durham Area Transit Authority improved their respective fixed route systems by extending services at night to enable low-income residents from both communities to benefit from work-related transportation accessibility. Project complete.					



STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

BEVERLY EAVES PERDUE
GOVERNOR

EUGENE A. CONTI, JR.
SECRETARY

March 26, 2010

MEMORANDUM

To: CMAQ Eligible Metropolitan & Rural Planning Organizations

From: Terry C. Arellano, PE *Terry Arellano*

Subject: North Carolina CMAQ Program Update – Effects of Federal Rescission, Interagency Review of Applications for Updated STIP & Revisions to CMAQ Funding Target Allocations

Please note the following important updates concerning the North Carolina CMAQ Program. If you have any questions or require clarification, please contact me by email at tarellano@ncdot.gov.

Effects of Federal-Aid Highway Fund Rescission

On September 30, 2009, the Federal Highway Administration rescinded almost \$250 million of unobligated contract authority from North Carolina, including \$55 million in CMAQ funding. NCDOT has analyzed its cash reserves and obligation authority and determined that this rescission effectively has no impact on the CMAQ projects currently programmed in the 2009 – 2015 State Transportation Improvement Program (STIP). The impact of Congress's decision to restore certain rescinded programs has not been determined. If rescinded CMAQ funds are restored, they will be made available during the next prioritization cycle.

Interagency Review of CMAQ Applications for Updated STIP

All applications for new CMAQ projects submitted through the NCDOT project priority template have been reviewed by the Interagency Review Team (IRT) for CMAQ eligibility. Please see the attachment entitled "Interagency Review Results" for comments received on applications submitted by your MPO/RPO. Please work with the local project sponsor for all affected projects and provide the requested additional information or clarifications to me by email no later than **Monday, May 3, 2010**.

Revisions to CMAQ Funding Target Allocations

In order to align with the overall Departmental focus on managing investment strategies by tier and to better protect North Carolina's CMAQ obligation authority from future Federal rescissions, NCDOT is revising the allocation of CMAQ funding into three broad categories, as follows:

MAILING ADDRESS:
NC DEPARTMENT OF TRANSPORTATION
TRANSPORTATION PLANNING BRANCH
1554 MAIL SERVICE CENTER
RALEIGH NC 27699-1554



www.ncdot.org

LOCATION:
TRANSPORTATION BUILDING
1 SOUTH WILMINGTON STREET
RALEIGH, NC 27601
Phone: 919-733-4705
Fax: 919-733-2417

Statewide - Funds administered by NCDOT that will be allocated to prioritized CMAQ eligible projects in non-attainment and maintenance areas. These are not subject to regional allocations or the allocation formula, but will be subject to MPO approval. This category will account for 35% of the total North Carolina CMAQ apportionment.

Regional – Formerly labeled the “Statewide Projects” portion; locally-administered projects spanning more than one air quality region that can not be considered local projects. Air quality regions are Catawba, Great Smoky Mountains National Park, Metrolina, Rocky Mount, Triad and Triangle. These projects will require endorsement by the affected MPOs/RPOs and will require approval of the MPOs. This category will account for 5% of the total North Carolina CMAQ apportionment.

Sub-Regional – Formerly labeled the “Local Projects” portion; locally-administered projects within eligible counties awarded at the MPO/RPO level from a selection of candidate projects submitted up to the target yearly allocation for the MPO/RPO. This category will account for 60% of the total North Carolina CMAQ apportionment.

The individual target allocations for each MPO/RPO will be based on the distribution formula approved by NCDOT in 2008:

$$\text{Yearly MPO/RPO CMAQ Target Allocation} = \frac{\text{Factored Population for MPO/RPO}}{\text{Total Statewide AQ Area Population}} \times \text{Total Yearly NC CMAQ Allocation}$$

In order to align with the Department’s [5-Year Work Plan](#), the updated STIP will include CMAQ projects for Federal Fiscal Years 2013, 2014 and 2015. The attached table presents target allocations for these years based on anticipated annual obligation authority of \$50,330,000, \$51,550,000 and \$52,460,000, respectively. Eligible projects, with sufficient additional information provided as applicable, will be programmed in these three years up to the noted target allocation for each area.

Please see the attachment entitled “Summary of CMAQ Revised Target Allocations & Requests” for a comparison of your MPO/RPO’s revised target allocation to submitted applications. **If your MPO/RPO did not submit sufficient applications to fully utilize the funding target for 2013 – 2015**, you may submit additional applications up to your indicated funding target. All additional applications must be submitted on the NCDOT CMAQ application (attached) and include all required supplemental documentation (including a full description that details how the emissions reductions were calculated) and documentation of MPO/RPO support. Additional applications should be submitted by the MPO/RPO in digital format no later than **Monday, May 3, 2010** to the following email address: CMAQ_Application@ncdot.gov. These applications will be submitted for Interagency Review during the month of May and projects deemed eligible will be submitted for programming in the Draft STIP prior to the MPO/RPO Review Sessions. **Due to this tight timeframe, NCDOT will only consider complete applications; all incomplete applications will be returned to the MPO/RPO.** Please note that any target allocation funds not programmed by final adoption of the STIP will revert to the Statewide funding pool.

If your MPO/RPO submitted applications in excess of the funding target for 2013 -2015, please provide me direction as to which projects to program no later than **Monday, May 3, 2010**. If no direction is provided by this deadline, projects will be programmed based on the priority assigned in application submittal period up to the available funding target.

Please note that programming in the STIP is not a funding guarantee – until a local agreement is executed for a particular project and funding is authorized by FHWA, funds are not guaranteed.

Attachments

cc: NCDOT Division Engineers
Mike Bruff, PE, Transportation Planning Branch
Al Avant, PE, TIP Development Unit

Summary of CMAQ Revised Target Allocations & Requests

Tier	Split	2013 Target	2014 Target	2015 Target	Target Total	New Requests	Difference	Required Action
Statewide ¹	35.00%	\$ 17,615,500.00	\$ 18,042,500.00	\$ 18,361,000.00	\$ 54,019,000.00			NA
Regional ²	5.00%	\$ 2,516,500.00	\$ 2,577,500.00	\$ 2,623,000.00	\$ 7,717,000.00	\$ 7,021,905.00		NA
Sub-Regional ³	60.00%	\$ 30,198,000.00	\$ 30,930,000.00	\$ 31,476,000.00	\$ 92,604,000.00			
Burlington-Graham MPO	0.24%	\$ 95,255.00	\$ 97,564.00	\$ 99,286.00	\$ 292,105.00	\$ 287,322.00	\$ 4,783.00	No action required since requested additional amount available is less than the required project minimum threshold of \$100,000. However, additional funding may be added to existing new requests to fully utilize available funding
Cabarrus-Rowan MPO	6.48%	\$ 2,610,927.00	\$ 2,674,216.00	\$ 2,721,423.00	\$ 8,006,566.00	\$ 7,741,296.00	\$ 265,270.00	MPO/RPO did not submit applications to fully utilize the funding target for 2013 – 2015 and may submit additional applications up to specified funding target allocation and/or request additional funding to existing new request to fully utilize available funding
CAMPO	19.19%	\$ 7,726,926.00	\$ 7,914,227.00	\$ 8,053,935.00	\$ 23,695,088.00	\$ 25,727,650.00	\$ (2,032,562.00)	MPO/RPO submitted applications in excess of the funding target for 2013 -2015 and must provide NCDOT direction as to which projects to program or revise funding amounts accordingly
DCHC MPO	8.38%	\$ 3,375,661.00	\$ 3,457,487.00	\$ 3,518,521.00	\$ 10,351,669.00	\$ 10,221,850.00	\$ 129,819.00	MPO/RPO did not submit applications to fully utilize the funding target for 2013 – 2015 and may submit additional applications up to specified funding target allocation and/or request additional funding to existing new request to fully utilize available funding
Gaston MPO	4.21%	\$ 1,695,555.00	\$ 1,736,655.00	\$ 1,767,312.00	\$ 5,199,522.00	\$ 3,994,863.00	\$ 1,204,659.00	MPO/RPO did not submit applications to fully utilize the funding target for 2013 – 2015 and may submit additional applications up to specified funding target allocation and/or request additional funding to existing new request to fully utilize available funding
Greensboro MPO	8.65%	\$ 3,482,310.00	\$ 3,566,721.00	\$ 3,629,684.00	\$ 10,678,715.00	\$ 8,125,276.00	\$ 2,553,439.00	MPO/RPO did not submit applications to fully utilize the funding target for 2013 – 2015 and may submit additional applications up to specified funding target allocation and/or request additional funding to existing new request to fully utilize available funding
Hickory MPO	3.21%	\$ 1,543,819.00	\$ 1,581,242.00	\$ 1,347,646.00	\$ 4,472,707.00	\$ 3,780,178.00	\$ 692,529.00	MPO/RPO did not submit applications to fully utilize the funding target for 2013 – 2015 and may submit additional applications up to specified funding target allocation and/or request additional funding to existing new request to fully utilize available funding
High Point MPO	3.94%	\$ 1,584,541.00	\$ 1,622,950.00	\$ 1,913,109.00	\$ 5,120,600.00	\$ 209,088.00	\$ 4,911,512.00	MPO/RPO did not submit applications to fully utilize the funding target for 2013 – 2015 and may submit additional applications up to specified funding target allocation and/or request additional funding to existing new request to fully utilize available funding
Kerr Tarr RPO	2.05%	\$ 824,619.00	\$ 844,608.00	\$ 859,517.00	\$ 2,528,744.00	\$ 160,000.00	\$ 2,368,744.00	MPO/RPO did not submit applications to fully utilize the funding target for 2013 – 2015 and may submit additional applications up to specified funding target allocation and/or request additional funding to existing new request to fully utilize available funding
Lake Norman RPO	3.08%	\$ 1,241,254.00	\$ 1,271,342.00	\$ 1,293,785.00	\$ 3,806,381.00	\$ 2,080,648.00	\$ 1,725,733.00	MPO/RPO did not submit applications to fully utilize the funding target for 2013 – 2015 and may submit additional applications up to specified funding target allocation and/or request additional funding to existing new request to fully utilize available funding
Land of Sky RPO	0.21%	\$ 167,082.00	\$ 171,132.00	\$ 174,154.00	\$ 512,368.00	\$ 590,407.00	\$ (78,039.00)	MPO/RPO submitted applications in excess of the funding target for 2013 -2015 and must provide NCDOT direction as to which projects to program or revise funding amounts accordingly
Mecklenburg Union MPO	23.29%	\$ 9,376,634.00	\$ 9,603,924.00	\$ 9,773,460.00	\$ 28,754,018.00	\$ 1,678,000.00	\$ 27,076,018.00	MPO/RPO did not submit applications to fully utilize the funding target for 2013 – 2015 and may submit additional applications up to specified funding target allocation and/or request additional funding to existing new request to fully utilize available funding
NW Piedmont RPO	0.79%	\$ 316,307.00	\$ 323,974.00	\$ 329,693.00	\$ 969,974.00	\$ -	\$ 969,974.00	MPO/RPO did not submit applications to fully utilize the funding target for 2013 – 2015 and may submit additional applications up to specified funding target allocation and/or request additional funding to existing new request to fully utilize available funding
Piedmont Triad RPO ⁴	2.20%	\$ 885,060.00	\$ 906,514.00	\$ 922,516.00	\$ 2,714,090.00	\$ 2,101,600.00	\$ 612,490.00	MPO/RPO did not submit applications to fully utilize the funding target for 2013 – 2015 and may submit additional applications up to specified funding target allocation and/or request additional funding to existing new request to fully utilize available funding
Rocky Mount MPO	1.75%	\$ 703,528.00	\$ 720,582.00	\$ 733,302.00	\$ 2,157,412.00	\$ -	\$ 2,157,412.00	MPO/RPO did not submit applications to fully utilize the funding target for 2013 – 2015 and may submit additional applications up to specified funding target allocation and/or request additional funding to existing new request to fully utilize available funding
Rocky River RPO	0.48%	\$ 194,209.00	\$ 198,917.00	\$ 202,428.00	\$ 595,554.00	\$ -	\$ 595,554.00	MPO/RPO did not submit applications to fully utilize the funding target for 2013 – 2015 and may submit additional applications up to specified funding target allocation and/or request additional funding to existing new request to fully utilize available funding
Southwestern RPO	0.21%	See LOSRPO	See LOSRPO	See LOSRPO	See LOSRPO	See LOSRPO		See LOSRPO
Triangle RPO	0.71%	\$ 284,862.00	\$ 291,767.00	\$ 296,918.00	\$ 873,547.00	\$ 120,000.00	\$ 753,547.00	MPO/RPO did not submit applications to fully utilize the funding target for 2013 – 2015 and may submit additional applications up to specified funding target allocation and/or request additional funding to existing new request to fully utilize available funding
Unifour RPO	0.62%	See HMPO	See HMPO	See HMPO	See HPMO	See HMPO		See HMPO
Upper Coastal Plain RPO	2.94%	\$ 1,185,132.00	\$ 1,213,860.00	\$ 1,235,288.00	\$ 3,634,280.00	\$ -	\$ 3,634,280.00	MPO/RPO did not submit applications to fully utilize the funding target for 2013 – 2015 and may submit additional applications up to specified funding target allocation and/or request additional funding to existing new request to fully utilize available funding
Winston-Salem MPO	7.38%	\$ 2,970,319.00	\$ 3,042,320.00	\$ 3,096,025.00	\$ 9,108,664.00	\$ 7,675,000.00	\$ 1,433,664.00	MPO/RPO did not submit applications to fully utilize the funding target for 2013 – 2015 and may submit additional applications up to specified funding target allocation and/or request additional funding to existing new request to fully utilize available funding
TOTAL	100.00%	\$50,330,000	\$51,550,000	\$52,460,000	\$ 154,340,000.00	\$ 81,980,110.00		

Notes

- 1 - **Statewide** - Funds administered by NCDOT that will be allocated to prioritized CMAQ eligible projects in non-attainment and maintenance areas. These are not subject to regional allocations or the allocation formula, but will be subject to MPO approval.
- 2 - **Regional** - Formerly labeled the "Statewide Projects" portion; locally-administered projects spanning more than one air quality region that can not be considered local projects; will require endorsement by affected MPOs/RPOs and approval of the MPOs.
- 3 - **Sub-Regional** - Formerly labeled the "Local Projects" portion; locally-administered projects within eligible counties awarded at the MPO/RPO level from a selection of candidate projects submitted up to the target yearly allocation for the MPO/RPO.
- 4 - **New Requests** amount does not reflect Proposal PT-6, which was deemed ineligible by IRT review

From: [Arellano, Terry C](#)
To: [Bob Harkrader](#); "[burlmpo](#)"; [Phil Conrad](#); ([campo-staff@ci.raleigh.nc.us](#)); [Nwoko, Felix](#); [Beckmann, Ellen](#); [Hanna Cockburn](#); [Graham, Hank](#); [Meyer, Tyler](#); [John Tippett](#); "DAVID HYDER"; [Mike Ciriello](#); [Bjorn Hansen](#); [Carrie Runser-Turner](#); [Bill Eaker](#); [Cook, Robert \(Planning\)](#); [Marc Allred](#); [Bob League](#); [Dana Stoogenke](#); [Ryan Sherby](#); [pblack@tjcog.org](#); [John Marshall](#); [Daniel Van Liere](#); [Greg Errett](#)
Cc: [Bruff, Michael S](#); [Thomas, Dan](#); [Schmidt, Derry A](#)
Subject: Re: CMAQ Updates
Date: Tuesday, March 30, 2010 2:02:04 PM
Attachments: [CMAQ Application Rev7_30mar10.doc](#)
Importance: High

Good afternoon,

Despite the original distribution glitch, I hope that everyone has had a chance to review and absorb the CMAQ update that was recently sent out. Again, if you have questions or need clarification, you are welcome to contact me by email or telephone. I have received a few questions and will be responding directly to those in short order.

The purpose of this email is to let you know that NCDOT has reconsidered the May 3, 2010 deadline cited in the CMAQ update letter (dated March 26, 2010) for submitting applications to utilize target allocation balances within your MPO or RPO. Realizing that several areas have a substantial balance, we have moved the deadline out to allow more time to work with your local partners and develop complete application packages. Therefore, please note the following:

If your MPO/RPO did not submit sufficient applications to fully utilize the funding target identified in the "Summary of CMAQ Revised Target Allocations" (dated March 26, 2010) that was sent out previously and wishes to submit additional applications, these applications must be submitted to NCDOT no later than **Thursday, September 30, 2010**. As specified earlier, all applications must be submitted on the attached NCDOT CMAQ application and must include all required supplemental documentation, including a full description detailing how the emissions reductions were calculated and documentation of MPO/RPO support. All applications should be submitted to the following email address: CMAQ_Application@ncdot.gov. Please note that NCDOT will only consider complete applications; all incomplete applications will be returned to the MPO/RPO.

In addition, NCDOT is also accepting applications for Regional CMAQ projects. These projects would span two or more non-attainment regions, would be administered locally and would require a local match, just like the Sub-Regional projects. These projects require endorsement from the appropriate MPO/RPOs and applications must be submitted via the above email address no later than **Thursday, September 30, 2010**.

NCDOT will also identify a list of Statewide projects based on the prioritization process and other identified needs. It is envisioned that these projects would consist of large-scale improvements such as major signal system improvements, major intercity rail or transit projects, etc. Statewide projects will be administered by NCDOT and NCDOT will provide all or part of the match, depending on the type of project and its location. Statewide projects will typically be large projects and will not be subject to the regional allocation formula. The list of Statewide projects will be finalized as part of the STIP development process. If you have ideas for these types of projects, please contact me as soon as possible via telephone or email, so that we can discuss your ideas and approach the

appropriate NCDOT personnel to ascertain interest in developing an application.

Finally, I hope that this is the last update email that I have to send. Thanks for your patience!

Have a nice afternoon,

~terry

Terry C. Arellano, PE
Systems Planning Group Supervisor
NCDOT Transportation Planning Branch
919-715-5482 X 393

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**RESOLUTION TO ENDORSE CANDIDATE CONGESTION MITIGATION AIR
QUALITY (CMAQ) PROJECT PROPOSALS FOR FY 2013-2017**

August 12, 2009

A motion was made by TAC Member Ellen Reckhow and seconded by TAC Member Michael Gering for the adoption of the following resolution, and upon being put to a vote, was duly adopted.

WHEREAS, the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA) (Public Law 109-59, August 10, 2005) continues the Congestion Mitigation and Air Quality Improvement Program (CMAQ) (23 U.S.C. § 149); and

WHEREAS, CMAQ is a Federal program that funds transportation projects and programs in air quality nonattainment and maintenance areas to help achieve and maintain national standards for pollutants; and

WHEREAS, the North Carolina Department of Transportation (NCDOT) administers the CMAQ program on behalf of non-attainment and maintenance areas within North Carolina; and

WHEREAS, in the Durham-Chapel Hill-Carrboro Metropolitan Planning Organization (DCHC MPO), Durham County, Orange County, and northeastern Chatham County are in a maintenance area for ozone and Durham County is in a maintenance area for carbon monoxide pollution; and

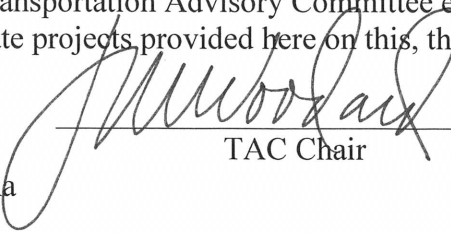
WHEREAS, the DCHC MPO has administered a CMAQ project selection process among local area jurisdictions in air quality non-attainment and maintenance counties; and

WHEREAS, the resulting candidate project proposals meet the requirements of CMAQ and the guidelines established by NCDOT to administer the program; and

WHEREAS, upon approval of the candidate project proposals for CMAQ funding by the NCDOT, the DCHC MPO will amend its Metropolitan Transportation Improvement Program to include these projects; and

WHEREAS, these projects are included in the DCHC MPO's 2035 Long Range Transportation Plan; and

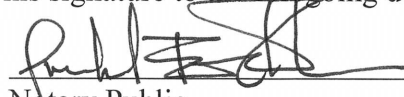
BE IT THEREFORE RESOLVED that the Durham-Chapel Hill-Carrboro Metropolitan Planning Organization Transportation Advisory Committee endorses the attached listing of proposed CMAQ candidate projects provided here on this, the 12th day of August, 2009.



TAC Chair

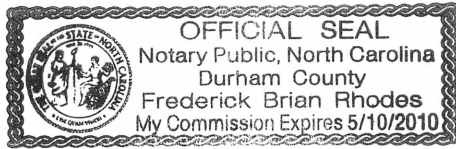
STATE of: North Carolina
COUNTY of Durham

I, FREDERICK BRIAN RHODES, a Notary Public of Durham County, North Carolina do hereby certify that personally J. Michael Woodard appeared before me on the 12th day of August, 2009, to affix his signature to the foregoing document.



Notary Public
My commission expires 5/10/10

(Seal)



TCC Recommendation for DCHC MPO CMAQ FY 2013-2017 Project Applications

Rank	Applicant	Project	Project Cost		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	Unfunded	FY 2013-2017 DCHC MPO CMAQ Funding	Annual Emissions Reductions (kg/year)	Cost/annual total kg reduction	
1	TJ COG	Triangle Transportation Demand Management Program	Federal* \$ 2,253,663 21%	Local** \$ 5,063,281 46%	State \$ 3,612,903 33%	implemente \$ 382,929	implemente \$ 385,275	implemente \$ 457,502	implemente \$ 505,402	implemente \$ 522,555	\$ -	\$ 2,253,663	CO 105,763 VOC 4,286 NOx 3,549	\$ 20
2	DATA	Operating Assistance for New Fixed Route	Federal \$ 1,949,756 80%	Local \$ 487,439 20%		operation \$ 951,100	operation \$ 998,655				\$ -	\$ 1,949,756	CO 17,618 VOC 829 NOx (126)	\$ 106
3	Cary	New Hope Church Road (ATT) Trailhead Park and Ride Lot	Federal \$ 445,000 53%	Local \$ 395,000 47%		constructioi \$ 222,500					\$ 222,500	\$ 222,500	CO 3,673 VOC 167 NOx 138	\$ 112
4	Chapel Hill	MLK Jr. Blvd. Shared Pathway (0.7 miles)	Federal \$ 724,620 80%	Local \$ 181,155 20%		ROW \$ 16,648	constructioi \$ 707,972				\$ -	\$ 724,620	CO 4,533 VOC 211 NOx 158	\$ 148
5	Durham	Sidewalks on Campus Walk Avenue and Lasalle Street (0.92 miles)	Federal \$ 269,842 80%	Local \$ 66,853 20%			constructioi \$ 269,842				\$ -	\$ 269,842	CO 1,082 VOC 50 NOx 38	\$ 231
6	Chapel Hill	Estes Dr. Bicycle and Pedestrian Improvements (0.65 miles)	Federal \$ 945,762 80%	Local \$ 236,440 20%			ROW \$ 165,795	constructioi \$ 779,966			\$ -	\$ 945,761	CO 2,639 VOC 123 NOx 92	\$ 331
7	DATA	Replacement of Five Cutaway Vans with Hybrid Electric Vans	Federal \$ 583,443 80%	Local \$ 145,861 20%				capital \$ 583,443			\$ -	\$ 583,443	CO 789 VOC 82 NOx 289	\$ 503
8	Carrboro	Jones Creek Greenway to Twin Creeks/Morris Grove Elementary	Federal \$ 240,000 80%	Local \$ 60,010 20%				PE \$ 24,000	constructioi \$ 206,400	implemente \$ 9,600	\$ -	\$ 240,000	CO 321 VOC 14 NOx 11	\$ 694
9	Durham	Sidewalks and Bike Lanes on Hope Valley Road (1.14 miles)	Federal \$ 1,108,542 80%	Local \$ 277,135 20%				PE \$ 106,965	constructioi \$ 1,001,577		\$ -	\$ 1,108,542	CO 1,022 VOC 48 NOx 36	\$ 1,002
10	Durham	Sidewalks on Cameron Avenue (1.66 miles)	Federal \$ 777,924 80%	Local \$ 194,481 20%					constructioi \$ 777,924		\$ -	\$ 777,924	CO 601 VOC 28 NOx 21	\$ 1,197
11	Durham	Sidewalks on Alston Avenue (1.4 miles)	Federal \$ 923,785 80%	Local \$ 230,946 20%						constructioi \$ 803,294	constructioi \$ 120,471	\$ 803,294	CO 661 VOC 31 NOx 23	\$ 1,292
12	Hillsborough	Riverwalk, Phase II	Federal \$ 496,000 80%	Local \$ 124,000 20%					PE \$ 40,000	PE \$ -	\$ 222,500	CO 30	\$ 15,500	
								ROW \$ 182,500	ROW \$ 163,100	constructioi \$ 110,400		VOC 1 NOx 1		
13	DATA	Replacement of Five Diesel Buses with Hybrid Electric Buses	Federal \$ 2,674,114 80%	Local \$ 668,528 20%						capital \$ 2,674,114	\$ -	CO 218 VOC 95 NOx 1,392	\$ 1,568	
14	Chapel Hill	Replacement of Two 40' Deisel Buses with Hybrid 60' Buses	Federal \$ 1,653,088 80%	Local \$ 413,272 20%						capital \$ 1,653,088	\$ -	CO 105 VOC (0) NOx 133	\$ 6,948	
			Total Federal \$ 15,045,539			total \$ 2,281,149	total \$ 1,819,567	total \$ 2,051,311	total \$ 2,401,468	total \$ 1,548,349	total \$ 4,943,673	\$ 10,101,845		
			Available \$ 10,101,845			available \$ 2,020,369	available \$ 2,020,369	available \$ 2,020,369	available \$ 2,020,369	available \$ 2,020,369		\$ 10,101,845		
			Difference \$ (4,943,694)			difference \$ (260,780)	difference \$ 200,802	difference \$ (30,942)	difference \$ (381,099)	difference \$ 472,020		\$ 0		

*CMAQ request for DCHC MPO only; TJ COG is also requesting \$2,794,184 of CAMPO CMAQ federal funds

**Service Provider Matching Funds

Durham	\$ 5,492,801	70%
Orange	\$ 2,132,881	27%
Chatham	\$ 222,500	3%
Regional	\$ 2,253,663	

Proposed Schedule for DCHC MPO CMAQ FY 2013-2015 Funding

Rank	Applicant	Project	Project Cost			FY 2013	FY 2014	FY 2015	FY 2016 - Unfunded	FY 2017 - Unfunded	Unfunded	FY 2013-2017 DCHC MPO CMAQ Funding	Annual Emissions Reductions (kg/year)	Cost/annual total kg reduction
1	TJ COG	Triangle Transportation Demand Management Program	Federal* \$ 2,253,663 21%	Local** \$ 5,063,281 46%	State \$ 3,612,903 33%	implemente \$ 382,929	implemente \$ 385,275	implemente \$ 457,502	implemente \$ 505,402	implemente \$ 522,555	\$ -	\$ 1,225,706	CO 105,763 VOC 4,286 NOx 3,549	\$ 20
2	DATA	Operating Assistance for New Fixed Route	Federal \$ 1,949,756 80%	Local \$ 487,439 20%		operation \$ 951,100	operation \$ 998,655				\$ -	\$ 1,949,756	CO 17,618 VOC 829 NOx (126)	\$ 106
3	Cary	New Hope Church Road (ATT) Trailhead Park and Ride Lot	Federal \$ 445,000 53%	Local \$ 395,000 47%		constructioi \$ 445,000					\$ -	\$ 445,000	CO 3,673 VOC 167 NOx 138	\$ 112
4	Chapel Hill	MLK Jr. Blvd. Shared Pathway (0.7 miles)	Federal \$ 724,620 80%	Local \$ 181,155 20%		ROW \$ 180,073	constructioi \$ 544,547				\$ -	\$ 724,620	CO 4,533 VOC 211 NOx 158	\$ 148
5	Durham	Sidewalks on Campus Walk Avenue and Lasalle Street (0.92 miles)	Federal \$ 269,842 80%	Local \$ 66,853 20%		constructioi \$ 269,842					\$ -	\$ 269,842	CO 1,082 VOC 50 NOx 38	\$ 231
6	Chapel Hill	Estes Dr. Bicycle and Pedestrian Improvements (0.65 miles)	Federal \$ 945,762 80%	Local \$ 236,440 20%		ROW \$ 165,795	constructioi \$ 779,966				\$ -	\$ 945,761	CO 2,639 VOC 123 NOx 92	\$ 331
7	DATA	Replacement of Five Cutaway Vans with Hybrid Electric Vans	Federal \$ 583,443 80%	Local \$ 145,861 20%		capital \$ 583,443					\$ -	\$ 583,443	CO 789 VOC 82 NOx 289	\$ 503
8	Carrboro	Jones Creek Greenway to Twin Creeks/Morris Grove Elementary	Federal \$ 240,000 80%	Local \$ 60,010 20%			PE \$ 24,000	constructioi \$ 206,400	implemente \$ 9,600		\$ -	\$ 240,000	CO 321 VOC 14 NOx 11	\$ 694
9	Durham	Sidewalks and Bike Lanes on Hope Valley Road (1.14 miles)	Federal \$ 1,108,542 80%	Local \$ 277,135 20%			PE \$ 106,965	constructioi \$ 1,001,577			\$ -	\$ 1,108,542	CO 1,022 VOC 48 NOx 36	\$ 1,002
10	Durham	Sidewalks on Cameron Avenue (1.66 miles)	Federal \$ 777,924 80%	Local \$ 194,481 20%				constructioi \$ 777,924			\$ -	\$ 777,924	CO 601 VOC 28 NOx 21	\$ 1,197
11	Durham	Sidewalks on Alston Avenue (1.4 miles)	Federal \$ 923,785 80%	Local \$ 230,946 20%				constructioi \$ 923,785			\$ -	\$ 923,785	CO 661 VOC 31 NOx 23	\$ 1,292
12	Hillsborough	Riverwalk, Phase II	Federal \$ 496,000 80%	Local \$ 124,000 20%			PE \$ 40,000	ROW \$ 345,600	constructioi \$ 110,400		\$ -	\$ 496,000	CO 30 VOC 1 NOx 1	\$ 15,500
13	DATA	Replacement of Five Diesel Buses with Hybrid Electric Buses	Federal \$ 2,674,114 80%	Local \$ 668,528 20%				capital \$ 534,823			capital \$ 2,139,291	\$ 534,823	CO 218 VOC 95 NOx 1,392	\$ 1,568
14	Chapel Hill	Replacement of Two 40' Deisel Buses with Hybrid 60' Buses	Federal \$ 1,653,088 80%	Local \$ 413,272 20%							capital \$ 1,653,088	\$ -	CO 105 VOC (0) NOx 133	\$ 6,948
			Total Federal \$ 15,045,539			total \$ 3,522,729	total \$ 3,336,438	total \$ 3,366,034	total \$ 505,402	total \$ 522,555	total \$ 3,792,379	\$ 10,225,201		
			Available \$ 10,351,669			available \$ 3,375,661	available \$ 3,457,487	available \$ 3,518,521	available	available		\$ 10,351,669		
			Difference \$ (4,693,870)			difference \$ (147,068)	difference \$ 121,049	difference \$ 152,487	difference \$ (505,402)	difference \$ (522,555)		\$ 126,468		

*CMAQ request for DCHC MPO only; TJ COG is also requesting \$2,794,184 of CAMPO CMAQ federal funds

**Service Provider Matching Funds

Durham	\$ 6,148,114	68%
Orange	\$ 2,406,381	27%
Chatham	\$ 445,000	5%
Regional	\$ 1,225,706	

**RESOLUTION TO REQUEST THE TRANSFER OF
FFY 2010 CONGESTION MITIGATION AIR QUALITY (CMAQ) AND SURFACE
TRANSPORTATION PROGRAM – DIRECT ATTRIBUTABLE (STPDA)
FUNDS FROM FHWA TO FTA
FOR THE DURHAM-CHAPEL HILL-CARRBORO URBAN AREA**

April 28, 2010

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

WHEREAS, the Congestion Mitigation Air Quality (CMAQ) program provides funding for surface transportation and other related projects that contribute to air quality improvements and reduce congestion; and

WHEREAS, transit projects that are likely to increase transit ridership and reduce congestion are permitted to receive CMAQ funds; and

WHEREAS, the Durham-Chapel Hill-Carrboro Metropolitan Planning Organization (DCHC MPO) approved FFY 2010 CMAQ funds for two eligible transit projects: C-5103 (Durham- provide the 2nd year of operating assistance for hybrid expansion buses purchased in FFY 2009), and C-5104 (Chapel Hill- provide the 2nd year of operating assistance for hybrid articulated buses purchased in FFY 2009); and

WHEREAS, the Federal Transit Administration (FTA) administers most transit projects through the FTA's Urbanized Area Formula Grant Program; and

WHEREAS, in order for local governments to receive CMAQ funds for transit projects, the Federal Highway Administration (FHWA) must transfer the funds to the Federal Transit Administration (FTA); and

Now, therefore, be it resolved that:

The Durham-Chapel Hill-Carrboro Transportation Advisory Committee hereby requests that the Federal Highway Administration transfer the Congestion Mitigation Air Quality (CMAQ) funds to the Federal Transit Administration for projects C-5103 (Durham to provide the 2nd year of operating assistance for hybrid expansion buses purchased in FFY 2009), and C-5104 (Chapel Hill to provide the 2nd year of operating assistance for hybrid articulated buses purchased in FFY 2009), as described on the attached table as soon as it is authorized to do so.

TAC Chair

STATE of: North Carolina
COUNTY of: _____

I, _____, a Notary Public of Durham County, North Carolina do hereby certify that personally J. Michael Woodard appeared before me on the _____ day of _____ 2010, to affix his signature to the foregoing document.

(Seal)

Notary Public
My commission expires _____

TABLE: FFY 2010 CMAQ FUNDS THAT NEED TO BE TRANSFERRED FROM FHWA to FTA.

TIP #	PROJECTS	FFY 2010	FUNDING SOURCE
C-5103	Durham, Provide operating assistance for 2nd year for two hybrid electric buses purchased in FFY 2009	\$ 247,427	CMAQ
C-5104	Chapel Hill, Provide operating assistance for 2nd year for two hybrid electric buses purchased in FFY 2009	\$ 93,767	CMAQ

MEMORANDUM

TO: Transportation Advisory Committee (TAC)
DCHC MPO

FROM: Lead Planning Agency

DATE: April 28, 2010

RE: Job Access Reverse Commute and New Freedom Project Status Issues

The available funds are from two sources – Job Access/Reverse Commute (JARC) and New Freedom (NF). JARC funds are intended to fund “the development and maintenance of transportation services designed to transport welfare recipients and eligible low-income individuals to and from jobs and activities related to their employment”. NF funds are intended to provide improved public transportation services and alternatives to public transportation for people with disabilities beyond those required by the Americans with Disabilities Act of 1990 (ADA). Eligible applicants for both programs include state or local governments, private non-profit organizations, and operators of public transportation services including private operators of public transportation services. Funds may be used for planning, capital, or operating costs. Funds can be used according to the following limits:

- Up to 80% for capital projects.
- Up to 50% for operating assistance.
- Up to 10% for program administration.

As required by the FTA, the DCHC MPO created a Coordinated Public Transit - Human Services Transportation Plan to guide the selection and funding of future JARC and NF projects. The TAC approved this plan in March 2007. The DCHC MPO has held three Calls for Projects in 2007, 2008, and 2009 for the MPO’s FY 2006- FY 2009 JARC and NF funds using the procedures outlined in the Coordinated Public Transit - Human Services Transportation Plan. The DCHC MPO has allocated all of the FY 2007, 2008 and a portion of FY 2009 funds. The remainder of FY 2009 funds is available for allocation during FY 2010’s Call for Projects.

2009 Program of Projects Status Issues

The tables in Attachment 9 summarize the funds available for the JARC and NF programs. The MPO has received appropriations for FY 2006, 2007, and 2008, and 2009 funding. The FTA has not yet published the 2010 appropriations. Based the wave of economic and Federal changes, we have no expectations regarding the increase in future allocations. Once the MPO approves project funding, projects are obligated in FTA’s financial system using the “oldest” funding available. Funds are available for up to 4 years (including the year of allocation) before they lapse.

In May 2009, the TAC approved enough JARC projects to use up all of the FY 2008 and a portion of 2009 JARC funds. All approved funding have been obligated in FTA’s financial system. The MPO’s

remaining JARC appropriations that have not already been committed to a project and have not lapsed are \$72,671. This amount will be offered for use in the MPO's FY 2010 Call-for-projects.

In May 2009, the TAC approved enough NFP projects to use up all of the FY 2007, FY 2008 and a portion of 2009 NFP funds. All approved funding have been obligated in FTA's financial system. The MPO's remaining NFP appropriations that have not already been committed to a project and have not lapsed are \$10,769.

- Issue #1 - During the 2009 call for projects, Chapel Hill's mobility manager project was approved under the cost reimbursement allocation of 50/50. FTA classifies mobility management as a "capital" project. Therefore, the cost reimbursement allocation is 80/20. The mobility management project is currently being reimbursed at 80%. Attachment 9 shows a new program of projects, and also calculates the net effect of this change to Chapel Hill's local match funds.
- Issue #2 – During the 2009 call of projects, Chapel Hill submitted an application of a Regional Call Center Membership. The application was submitted with a multi-year funding need. The TAC approved 1 year of funding totally \$40,491. Currently the project as expended \$16,030 for 6 months of membership cost. The net available funds \$24,461 in Federal reimbursement. At this rate, the membership can continue with New Freedom funding support until the \$24,461 resources are expended. If future funds are needed under this program, a new application will have to be submitted during the 2010 call for projects. At this time the NFP program balance is \$10,769.

TCC Action: Accept the changes and recommend TAC approve the amended program of projects to accommodate Issue #1.

TCC Action: Discuss Issue #2 and make necessary accommodations.

**APPROVED - PROGRAM OF PROJECTS
JARC (5316)**

TCC 4/28/2010 Attachment 8

MPO Approval Date	Sub-Recipient	Agency Type	Project Status	Project Description	Project Type	FTA PROJECT ID#	PROJECT COSTS		
							Total Cost	Federal Share	Program Administration
6/14/2006	DATA	Public Transit	COMPLETE	Downtown Durham to the Brier Creek	Operating	NC-37-X010-00	\$ 193,752	\$ 96,876	\$ -
9/13/2006	TTA	Public Transit	Not-Applicable	Administrative Costs	Administration	NC-37-X010-00	\$ 22,433	\$ 22,433	\$ 22,433
6/13/2007	DATA	Public Transit	Not-Applicable	Administrative Costs	Administration	NC-37-X017-00	\$ 12,856	\$ 14,463	\$ 14,463
6/13/2007	DATA	Public Transit	COMPLETE	Evening service extension	Operating	NC-37-X017-00	\$ 203,138	\$ 100,000	\$ -
6/13/2007	CHT	Public Transit	COMPLETE	Evening service extension	Operating	NC-37-X017-00	\$ 101,098	\$ 50,549	\$ -
5/14/2008	DURHAM	Public Transit	Not-Applicable	Administrative Costs	Administration	NC-37-X017-01	\$ 13,928	\$ 13,928	\$ 13,928
5/14/2008	CHT	Public Transit	In-Progress	Rogers Road Project	Operating	NC-37-X017-01	\$ 169,936	\$ 84,968	\$ -
5/14/2008	DATA	Public Transit	COMPLETE	New Hope Commons Project	Operating	NC-37-X017-01	\$ 145,986	\$ 72,993	\$ -
5/13/2009	DATA	Public Transit	ON HOLD	Continuation of Downtown to Brier Creek Service	Operating	NC-37-X017-01	\$ 188,566	\$ 94,283	\$ -
5/13/2009	CHT	Public Transit	In-Progress	Continuation of NS&G (night service)	Operating	NC-37-X017-01	\$ 118,534	\$ 59,267	\$ -
5/13/2009	DURHAM	Governmental	Not-Applicable	Administrative Costs	Administration	NC-37-X017-01	\$ 16,347	\$ 16,347	\$ 16,347

MPO Approved Funding		Total:	\$	626,107
DCHC MPO Appropriations	FY 2006	\$	152,453	
	FY 2007	\$	160,702	
	FY 2008	\$	174,094	
	FY 2009	\$	204,341	
Appropriations Total:			\$	691,590
Unused (FY 2006) funds for Brier Creek Project:		\$	7,312	
Lapsed funds (FY2006):		\$	(124)	
Remaining Balance (FY 2009):		\$	72,671	

APPROVED - PROGRAM OF PROJECTS
NEW FREEDOM (5317)

MPO Approval Date	Sub-Recipient	Agency Type	Project Status	Project Description	Project Type	FTA PROJECT ID#	PROJECT COSTS		
							Total Cost	Federal Share	Planning & Administrative
6/13/2007	DURHAM	Public Transit	Not-Applicable	Administrative	Administration	NC-57-X006-02	\$ 5,745	\$ 5,745	\$ 5,745
6/13/2007	DATA/TTA/CHT	Public Transit	In-Progress	Paratransit Eligibility Assessment	Operating	NC-57-X006-02	\$ 35,000	\$ 17,500	\$ -
5/14/2008	DURHAM	Public Transit	Not-Applicable	Administrative	Administration	NC-57-X006-02	\$ 6,206	\$ 6,206	\$ 6,206
5/14/2008	CHT & OPT	Public Transit	In-Progress	Elderly population feeder service	Operating	NC-57-X006-02	\$ 97,600	\$ 27,800	\$ -
5/13/2009	DATA	Public Transit	In-Progress	Taxicab service to supplement ACCESS service	Operating	NC-57-X006-02	\$ 140,760	\$ 70,380	\$ -
5/13/2009	DURHAM	Public Transit	Not-Applicable	Administrative	Administration	NC-57-X006-02	\$ 7,153	\$ 7,153	\$ 7,153
5/13/2009	DCCSC	Non-profit	In-Progress	Travel Training / Mobility Manager	Capital	NC-57-X006-02	\$ 31,357	\$ 20,000	\$ -
5/13/2009	CHT	Public Transit	In-Progress	Go Triangle Regional Transit Information Center	Capital	NC-57-X006-02	\$ 50,614	\$ 40,491	\$ -
5/13/2009	CHT	Public Transit	In-Progress	Mobility Manager	Capital	NC-57-X006-02	\$ 70,000	\$ 56,000	\$ -

MPO Approved Funding		Total:	\$ 251,275
DCHC MPO Appropriations	FY 2006	\$	71,878
	FY 2007	\$	71,810
	FY 2008	\$	77,573
	FY 2009	\$	89,416
Appropriations Total:		\$	310,677
Lapsed funds (FY 2006):		\$	(48,633)
Remaining Balance (FY 2009):		\$	10,769

NEW FREEDOMED 2009 PROGRAM OF PROJECTS - 4/28/10 CHANGES				
----------------------------------------------------------	--	--	--	--

	Project Total	Local Match Approved 5/2008	Suggested Change in Local Match	New Grant Amount	
CHT & OPT Project	\$ 97,600	\$ 48,800	\$ 69,800	\$ 27,800	(28% grant reimbursement)
Mobility Manager	\$ 70,000	\$ 35,000	\$ 14,000	\$ 56,000	(80 % grant reimbursement)
		<u>\$ 83,800</u>	<u>\$ 83,800</u>		
Net Effect to CHT of change =		<u>\$</u>	<u>-</u>		

CHT - Regional Call Center - Funding Comparative Analysis

ORIGINAL FUNDING REQUEST	Year 1	Year 2	Year 3
Regional Call Center Total Cost	\$ 50,614	\$ 59,220	\$ 68,000
Capital Federal Share (80%)	\$ 40,491	\$ 29,610	\$ 17,000
Local Match (20%)	\$ 10,123	\$ 29,610	\$ 51,000
AMENDED FUNDING ALLOCATION	Year 1	Year 2	Year 3
Regional Call Center Total Cost	\$ 50,614	\$ 59,220	\$ 68,000
Capital Federal Share (80%)	\$ 40,491	\$ 47,376	\$ 54,400
Local Match (20%)	\$ 10,123	\$ 11,844	\$ 13,600
Net Change in Capital Share		\$ (17,766)	\$ (37,400)
FFY NFP Funds Available		\$ 10,769	\$ -
Net Effect		\$ (6,997)	\$ (37,400)

Federal Financial Reporting (FFR)
 NEW FREEDOM (5317)

TCC 4/28/2010 Attachment 8A

DR FY	MPO Approval Date	Sub- Recipient	Project Description	PROJECT COSTS		1stQtr2010 Expenditures		2ndQtr2010 Expenditures		3rd Qtr2010 Expenditures		Year To Date Expenditures		Percent Of Cost Expended To Date
				Total Cost	Federal Share	Total Cost	Federal Share	Total Cost	Federal Share	Total Cost	Federal Share	Total Cost	Federal Share	
2008	6/13/2007	DATA	Paratransit Eligibility Project	\$ 35,000	\$ 17,500	-	-	-	-	-	-	-	-	0%
2010	5/13/2009	DATA	ACCESS Taxi cab supplement service	\$ 140,760	\$ 70,380	-	-	-	-	-	-	-	-	0%
2009	5/14/2008	CHT & OPT	Cross Town Shuttle Project	\$ 97,600	\$ 48,800	-	-	-	-	-	-	-	-	0%
TOTAL OPERATING COST - NC-57-4006				\$ 273,360	\$ 136,680	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
2010	5/13/2009	CHT	Call Center (capital)	\$ 50,614	\$ 40,491	-	-	-	-	20,038	16,030	20,038	16,030	39.6%
2010	5/13/2009	CHT	Mobility Manager (capital)	\$ 70,000	\$ 35,000	-	-	3,860	3,088	14,722	11,778	18,582	14,866	26.5%
2010	5/13/2009	DCCSC	Senior Travel Training Program (capital)	\$ 31,357	\$ 20,000	-	-	-	-	-	-	-	-	0.00%
TOTAL CAPITAL EXPENDITURES - NC-57-0006				\$ 151,971	\$ 95,491	\$ -	\$ -	\$ 3,860	\$ 3,088	\$ 34,760	\$ 27,808	\$ 38,620	\$ 30,896	
2008	6/13/2007	DATA	Administrative - <u>FY07</u>	\$ 5,745	\$ 5,745	-	-	-	-	-	-	-	-	0.0%
2009	5/14/2008	DATA	Administrative - <u>FY08</u>	\$ 6,206	\$ 6,206	-	-	328	328	1,094	1,094	1,422	1,422	22.9%
2010	5/13/2009	City of Durham	Administrative - <u>FY09</u>	\$ 7,153	\$ 7,153	-	-	-	-	1,261	1,261	1,261	1,261	17.6%
TOTAL ADMINITRATIVE EXPENDITURES - NC-57-6006				\$ 19,104	\$ 19,104	\$ -	\$ -	\$ 328	\$ 328	\$ 2,355	\$ 2,355	\$ 2,683	\$ 2,683	
TOTALS \$:						\$ -	\$ -	\$ 4,188	\$ 3,416	37,115	30,163	\$ 41,304	\$ 33,580	

Federal Financial Reporting (FFR)
 JARC (5316)

TCC 4/28/2010 Attachment 8A

DR FY	MPO Approval Date	Sub- Recipient	Project Description NC-37-X0017-01	Project Costs		1stQtr2010		2ndQtr2010		3rd Qtr2010		Year To Date Expenditures		Percent Of Cost Expended To Date	
				Total Cost	Federal Share	Total Cost	Federal Share	Total Cost	Federal Share	Total Cost	Federal Share	Total Cost	Federal Share		
2009	5/14/2008	CHT	Rogers Road community	\$ 169,936	\$ 84,968	\$ 15,551	\$ 7,776	\$ 35,874	\$ 17,937	\$ 35,874	17,937.16	\$ 87,300	\$ 43,650	51%	
2010	5/13/2009	CHT	NS Route Expansion (service to Rogers Rd.)	\$ 118,534	\$ 59,267	\$ 6,536	\$ 3,268	\$ 14,494	\$ 7,247	\$ 14,494	7,247.16	\$ 35,524	\$ 17,762	30%	
2009	5/14/2008	DATA	New Hope Commons.	\$ 145,986	\$ 72,993	\$ 145,986	\$ 72,993	Project Complete				\$ 145,986	\$ 72,993	100%	
2010	5/13/2009	DATA	Downtown Durham to Brier Creek.	\$ 188,566	\$ 94,283	Project ON HOLD until FY2011									
TOTAL OPERATING COST - NC-37-4017				\$ 623,022	\$ 311,511	\$ 168,073	\$ 84,036	\$ 50,369	\$ 25,184	\$ 50,369	25,184.32	\$ 268,810	\$ 134,405		
2009	5/14/2008	City of Durham	Administrative - FY08	\$ 13,928	\$ 13,928	\$ -	\$ -	\$ 196	\$ 196	\$ 2,846	2,845.92	\$ 3,041	\$ 3,041	22%	
2010	5/13/2009	City of Durham	Administrative - FY09	\$ 16,347	\$ 16,347	\$ 11	\$ 11	\$ -	\$ -	\$ 2,882	2,882.34	\$ 2,894	\$ 2,894	18%	
TOTAL ADMINITRATIVE EXPENDITURES - NC-37-6017				\$ 30,275	\$ 30,275	\$ 11	\$ 11	\$ 196	\$ 196	\$ 5,728	5,728.26	\$ 5,935	\$ 5,935		
TOTALS \$:						\$ 11,055	\$ 25,380	30,912.58	\$ 274,745	\$ 140,340					

JOB ACCESS/REVERSE COMMUTE (JARC)
AND NEW FREEDOM PROGRAMS
APPLICATION FOR FUNDING

PART I - TRANSMITTAL

Applicant Data

Legal Name:

Town of Chapel Hill

Contact Person:

Steve Spade, Director

Address:

405 Martin Luther King, Jr. Blvd.

City, State, Zip:

Chapel Hill, North Carolina, 27514-57052

Telephone:

(919) 969-4910

Fax:

(919) 969-2840

E-mail:

sspade@townofchapelhill.org

PART III - PROJECT BUDGET**Project Funding**

Local matching funds will be required for all application submittals. For projects requiring operating funds, the required match is 50%+ from non-federal transportation funds. For capital projects the required match is 20%+ from non-federal transportation funds.

Please include a certified financial statement from an accountant or bank.

Total Annual Project Budget \$50,614(FY10), \$59,220(FY11) & \$68,00(FY12)

Capital Federal Share \$40,491(FY10), \$29,610(FY11) & \$17,000(FY12) 80, 50, & 25%

Capital Local Match \$10,123(FY10), \$29,610(FY11) & \$51,000(FY12) 20, 50 & 75%

Operating Federal Share \$ 50%

Operating Local Match \$ 50%Total

Local Match Funding

Source: Local Operating Funds

Note: The applicant is required to demonstrate a commitment to providing local match funds. This can be in the form of a letter and/or a copy of an existing grant agreement or supporting documentation where funds will be drawn from. Financial information must be certified by an accountant or financial institution.

Will there be a commitment of funds beyond the grant period? Yes No

Describe: CHT and its partners, the University of North Carolina, Town of Chapel Hill and Town of Carrboro are committed to providing funding for this service.

PART II - NARRATIVE

Project Need:

Chapel Hill Transit (CHT), consistent with the vision and goals (mobility manager) established by DCH-MPO's Coordinated Public Transportation - Human Services Transportation Plan (CPT-HSTP), is requesting up to three years of New Freedom funding to become a partner in the GoTriangle Regional Transit Information Center. CHT recognizes that poor information accessibility is a serious barrier to transit use and improved access to route and schedule information is one of the most requested services by CHT customers. While CHT services operate 7-days per week, from as early as 5:30am until as late as 1:00am, customer service representatives are only available Monday to Friday from 8:30am to 5:00pm. Over the past couple of years CHT has made significant improvements to its website and now provides an online trip planner, but many customers, especially low-income and aging persons without computers and internet access have difficulties accessing information about CHT services due to its limited hours of customer service.

The GoTriangle Regional Transit Information Center, managed by Triangle Transit Authority (TT), provides a single source of information about public transportation, ridesharing, and paratransit services in the Triangle region. Through a multi-agency partnership, the Transit Information Center is able to provide comprehensive transit information of a consistently high quality for longer hours than any agency could provide independently. This is of benefit to current customers, potential customers, and customers with special needs who may have been confused before by multiple information sources.

The Regional Transit Information Center is staffed between the hours of 7:00am and 10:00pm Monday through Friday and between the hours of 8:00am and 8:00pm on Saturdays and between the hours of 8:00am and 5:00pm on Sundays, including all national holidays except December 25th of each year. During periods outside of the staffed hours, customer calls are forwarded to staff at the local transit agencies.

The following functions are provided by the Regional Transit Information Center:

- 1) Customer Service Representatives - Hire and train (initial and on-going) customer service representatives (CSR's) in order to prepare them to handle all Call Center duties consistent with performance standards.
- 2) Trip planning – CSR's will provide informed assistance to customers in planning transit trips. Bus and paratransit service information will also be kept current in the publicly accessible website at www.GoTriangle.org.
- 3) Schedule information – CSR's will provide customers with information about current schedules and upcoming schedule changes for each Party's bus and paratransit system.
- 4) Real-time bus status – CSR's will inform customers of incidents and delays in response to questions about the status of bus locations. CSR's will rely on local agency dispatchers or real-time information systems to provide current and accurate information about incidents and delays.

- 5) Bus fares and policies – CSR’s will answer customer questions about local and regional bus fares and passes, purchasing options, and all other policies of each participating agency (such as, prohibited behavior on-board buses).
- 6) Complaints/commendations – CSR’s will attempt to address customer complaints while on the phone. They will record all customer complaints or commendations (whether successfully addressed on the phone or not) as they are received and will forward them to designated staff at the appropriate agency.
- 7) Lost and Found – Customers will be able to connect with the designated contacts at each agency for Lost and Found information.
- 8) Paratransit information and applications – Customer Service Representatives will provide customers with information about each participating agency’s paratransit services and eligibility criteria. They will also send out paratransit eligibility applications to customers.
- 9) Paratransit Scheduling and Trip Canceling – Customers will be able to connect with the designated contacts at each agency for scheduling or canceling paratransit trips through one of two methods.
- 10) Rideshare information and matching – Customer Service Representatives will provide information about carpooling and vanpooling in the Triangle and assist customers with on-line ride matching requests.
- 11) Emergency Ride Home information – CSR’s will provide customers with information about the regional Emergency Ride Home program, and will send out brochures or registration forms upon request.
- 12) On-line pass sales processing – CSR’s will process purchases from the GoTriangle.org on-line store.
- 13) Mailing informational brochures – CSR’s will mail route brochures and other informational brochures to customers upon request.

Today, few customers seeking CHT information call the Regional Call Center. During the 4th quarter of 2008, only 0.2% of sampled calls were for CHT information. However, as shared bus stop signs with the 485-RIDE phone number go up in Chapel Hill this spring, we expect this number to grow. The Town of Cary joined the Call Center Partnership on December 1, 2008, and Call Center customer service representatives have reported a clear rise in the number of C-Tran calls received, particularly among Spanish-speaking residents.

Ridership:

While it is difficult to estimate ridership as a result of this project, it is well documented that improved access transit information increases ridership by existing customers and helps in attracting new customers. The Call Center will benefit CHT’s current 6.7 million riders and attract new customers from the Chapel Hill/Carrboro area and from around the region.

Project Goals and Objectives:

The goal of the project is to improve customers’ access to CHT information and promote transit ridership throughout the region. The project has the following objectives:

- Improve access to CHT information.
- Provide consistent, accurate and readily available information to customers.

- Build stronger connections with customers and other service providers.
- Help foster regional collaboration.
- Improve mobility and access for low-income and transit dependent residents and employees.
- Increase the percentage of trips taken within Chapel Hill by alternative modes.
- Reduce carbon emission from single-occupancy automobile use.

Implementation Plan:

The project coordinators for CHT will be Steve Spade, Transit Director and Brian Litchfield, Assistant Transit Director. The project coordinators for TT will be John Tallmadge, Director of Commuter Resources and Brian Fahey, Customer Service Manager.

It is anticipated that the following implementation schedule will be followed:

- July/August 2009 - approval of interlocal agreement by TT and Town of Chapel Hill.
- August/September 2009 - adjusting CHT phone system, redirecting information calls to 485-RIDE, setting up channels of communication between the Call Center and CHT dispatch for urgent problem resolution, and updating the phone number CHT promotes through communication channels.
- September 2009 – develop and distribute marketing materials to CHT customers.
- September/October 2009 – Call Center begins providing CHT information.

Project Budget:

See PART III – Project Budget

Coordination and Program Outreach:

CHT and TT will work cooperatively to promote, through a variety of communication mediums, the Call Center and the use of 485-RIDE as an option for receiving the best possible information about CHT services. The 485-RIDE phone number will be promoted on the CHT website, schedules, route map, NextBus signs and other promotional materials. CHT will work closely with the Town of Chapel Hill’s Human Services Advisory Board and Transportation Board to ensure that low-income, disabled and aging residents are aware of the new service and the expanded hours of service.

Program Effectiveness and Performance Indicators:

Clear performance standards have been set for Call Center Operation:

- 1) Answer 90% of all incoming customer calls within 30 seconds;
- 2) Answer 75% of all incoming calls with a “live agent” before a customer is sent to a waiting queue;
- 3) Maintain an average duration for calls of 100 seconds (or 1 minute and 40 seconds);
- 4) Record and forward all complaints and commendations to the designated staff at the appropriate agency within 24 hours;
- 5) Mail brochures to customers within 48 hours of receiving a request.

Performance reports (see attached) are provided to all partners on a monthly and quarterly basis. CHT staff will work with Call Center staff to ensure that performance standards are met.

Innovation:

Meeting the transportation needs of a region is no easy task, but it can be done if the transportation providers and communities in the region work together to plan and implement cost-effective and efficient services that meet the needs of their residents. The GoTriangle Regional Transit Information Center is an excellent example of the collaborative and innovative efforts undertaken by the region's transportation providers to meet the needs of Triangle residents.



**Chapel Hill
transit**

TCC 4/28/2010 Attachment 8B
CHAPEL HILL TRANSIT
Town of Chapel Hill
6900 Millhouse Road
Chapel Hill, NC 27514-2401

phone (919) 969-4900 fax (919) 968-2840
www.townofchapelhill.org/transit

February 26, 2009

Dear Sir or Madam:

Chapel Hill Transit is applying for New Freedom funds to become a member of the Regional Call Center. Participation in the Regional Call Center will provide additional benefit to local transit users by improving access to transit information.

The purpose of this letter is to state that the Town is aware of this grant application and is supportive and that if approved the Town has sufficient funds in the Chapel Hill Transit budget to provide local match.

Sincerely,

Florentine Miller
Deputy Town Manager



Regional Transit Information Center Quarterly Report October 1, 2008 - December 31, 2008

Overview

This quarter the regional call center continued to handle high call volumes, even with the reduction in gas prices. The call center handled almost 84,000 calls this quarter, compared to 66,000 calls in the same quarter last year. Even with the dramatic increase in call volume, the average wait time for customers was nearly 15% less than the same quarter last year. This is again mainly due to staff experience, decreases in average call length, and more efficient procedures.

Capital Area Transit (CAT) customer calls accounted for 53% of the total calls received. While Durham Area Transit Authority (DATA) calls accounted for about 22% of the total calls received. Triangle Transit calls increased to over 24% of the calls, mainly due to the December service changes and transfer center move.

Cary Transit (C-Tran) officially joined the call center on December 1st, and call volumes for their routes increased by almost 100 phone calls.

Finally, the call center began new Saturday hours of operation on December 6th. On Saturdays the call center is now open 8:00am - 8:00pm.

Highlights

- **The call center answered 312,862 phone calls in 2008!**
- The call center received almost 23,000 more calls this quarter than the same quarter in 2007 (26% increase)
- The call center had 272 fewer abandoned calls than in the same quarter in 2007
- The call center answered 31,409 calls in October, 2008. That is the most calls ever answered in a single month
- The call center handled 7,905 more calls in October, 2008 than were handled in October, 2007 (34% increase)
- The average wait time this quarter was almost 15% less than the average wait time in the same quarter in 2007
- Complete phone call and customer feedback statistics are listed on pages 2-4



Phone Call Statistics

Quarter Totals

	This Quarter	Same Quarter 2007	% Change
Calls Received	85,832	68,306	25.7%
Calls Answered	83,734	65,936	27.0%
Calls Abandoned	2,098	2,370	-11.5%
% of Calls Answered	97.6%	96.5%	1.1%
Average Call Length	93 seconds	95 seconds	-2.1%
Average Wait Time	19 seconds	22 seconds	-14.9%
% Answered w/o Queue	74.8%	71.7%	4.3%
% Answered w/in 30 seconds	86.9%	82.9%	4.8%

Month by Month Totals

	October 2008	October 2007	% Change
Calls Received	32,138	24,363	31.9%
Calls Answered	31,409	23,504	33.6%
Calls Abandoned	729	859	-15.1%
% of Calls Answered	97.7%	96.5%	1.3%
Average Call Length	93	100	-7.0%
Average Wait Time	19	23	-17.4%
	November 2008	November 2007	% Change
Calls Received	26,112	22,234	17.4%
Calls Answered	25,430	21,423	18.7%
Calls Abandoned	682	811	-15.9%
% of Calls Answered	97.4%	96.4%	1.1%
Average Call Length	96	96	0.0%
Average Wait Time	19	23	-17.4%
	December 2008	December 2007	% Change
Calls Received	27,582	21,709	27.1%
Calls Answered	26,895	21,009	28.0%
Calls Abandoned	687	700	-1.9%
% of Calls Answered	97.5%	96.8%	0.8%
Average Call Length	90	90	0.0%
Average Wait Time	18	21	-14.3%

Phone Call Distribution*

	CAT	DATA	Triangle Transit	C-Tran	CHT
Calls Received	4,897	2,030	2,262	73	21
% of Calls Received	52.8%	21.9%	24.4%	0.8%	0.2%
% of Calls (4th Quarter 2007)	57.2%	20.6%	21.3%	0.06%	0.03%

*The phone call distribution was calculated using a sample of 9,283 calls received at different times during the quarter.



Daily / Weekly Call Averages

Avg. Calls Received	This Quarter	Same Quarter 2007	% Change
Monday	1,156	928	24.6%
Tuesday	1,100	867	26.9%
Wednesday	1,094	846	29.3%
Thursday	1,004	816	23.0%
Friday	1,096	879	24.7%
Saturday	799	640	24.8%
Sunday	404	335	20.6%
Holidays*	205	113	81.4%
Monday - Friday	5,450	4,336	25.7%
Monday - Sunday	6,653	5,311	25.3%
Avg. Daily Call Volume	1,090	867	25.7%

*Holidays include only Thanksgiving Day. The Call Center operated on a normal weekday schedule on Friday, November 28th and Wednesday, December 24th.

Customer Feedback Statistics

Quarter Totals for Customer Feedback Entered & Submitted to CAT, DATA, and Triangle Transit*

	This Quarter	Same Quarter 2007	% Change
Complaints	260	266	-2.3%
Commendations	15	20	-25.0%
Comments	97	62	56.5%
TOTAL	372	348	6.9%

Customer Feedback by Agency

	CAT	DATA	Triangle Transit
Complaints	97	57	106
Commendations	0	1	14**
Comments	7	4	86

*The Call Center did not begin tracking C-Tran customer feedback until January 1, 2009.

**Include commendations received for the call center.

Section 0: Executive Summary

The Towns of Chapel Hill and Carrboro are nationally recognized as great places to live, work and go to school. While boasting world-class educational opportunities, the small town ambiance of these enviable communities is threatened by increasing traffic congestion. As a result of general population and employment growth including continued expansion of the University of North Carolina at Chapel Hill's (UNC) main campus and anticipated development of the University's Carolina North campus, community leadership initiated a long range transit plan to seek alternatives to building more and wider roads.

This Study seeks to:

- Assess the impact of anticipated future population and employment and resulting growth in travel demand
- Identify the role public transit could play in mitigation of future congestion and potential roadway expansions
- Suggest land use policies and guidelines that support and complement the viability of the transit system.

Through the guidance of the Transit Study Policy Committee¹, this Chapel Hill Long Range Transit Plan (LRTP) provides a vision of the community and the public transit system in 2035. The LRTP recommends:

- Introduction of higher level transit services along six "gateway" corridors
- Expansion of local bus service to support the gateway services
- Further study of impact of parking policies and land use policies to support transit growth

The Transit Study Policy Committee has reviewed the analysis and recommends the proposed Plan be submitted for a thorough public review process. The Committee acknowledges that the Plan outlines a broad strategy and includes a menu of transit options for further consideration. A series of intermediate actions will be necessary to support these long term strategies. As this process proceeds some options eliminated by the Policy Committee may be reconsidered.

The Committee also recognizes that the Plan should be consistent with the adopted Durham-Chapel Hill-Carrboro Urban Area Long Range Transportation Plan. The Policy Committee believes that the Chapel Hill Long Range Transit Plan that emerges from public review and input should be adopted by the governing bodies of Chapel Hill, Carrboro and the University of North Carolina.

This executive summary highlights the LRTP in these sections:

- Overview of the Community and Plan Assumptions
- Findings which lay the foundation of key aspects of the LRTP
- Overview of the Recommended Plan
- Next Steps

0.1 The Community and Plan Assumptions

As seen in Figure 0-1, the Towns of Chapel Hill and Carrboro, North Carolina are part of the Durham-Chapel Hill-Carrboro Metropolitan Planning Organization (DCHC MPO) area which is located in metropolitan Raleigh-Durham North Carolina. As shown in Figure 0-2, the community is also home to the University of North Carolina at Chapel Hill with 30,000 students and faculty and the North Carolina Hospital. Combined, the Chapel Hill-Carrboro community has a population of nearly 70,000 people. According to regional projections, the combined community population is

¹ The Transit Study Committee is composed of elected officials of the Towns of Chapel Hill and Carrboro as well as senior management of the University of North Carolina.

expected to grow to nearly 102,000 people by 2035. Along with this growth will be increased travel demand and anticipated traffic and congestion.

Growth in the Chapel Hill/Carrboro area is expected as a result of robust regional growth, including continued expansion of the University main campus and anticipated development of Carolina North. Over the next 50 years, Carolina North is planned to become a major employment center and will include classrooms, medical and research facilities. The Carolina North campus will also incorporate residential and retail uses.

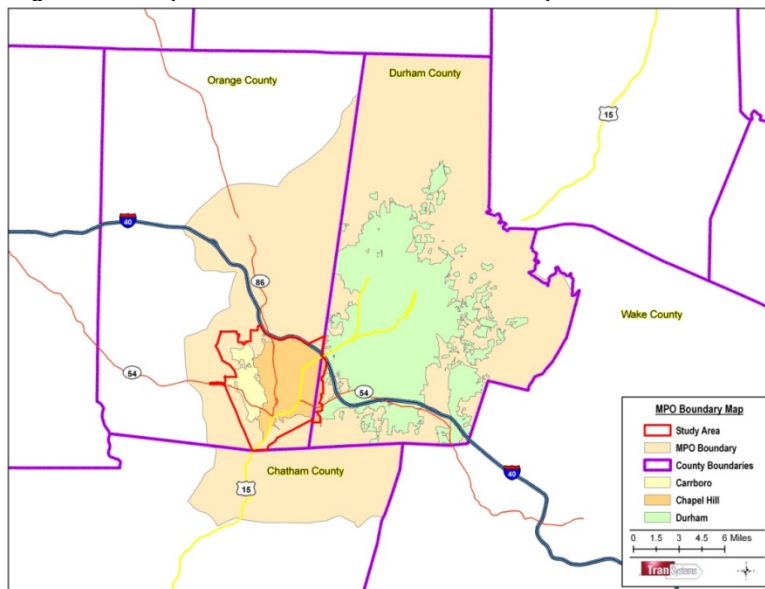
Although Chapel Hill-Carrboro has a relatively modest population the community is served by a vibrant transit system that rivals those of much larger communities. Chapel Hill Transit (CHT) operates almost 100 vehicles and has daily ridership of over 30,000 when UNC is in session. As the community is considered a desirable place to live and work, increasing pressures from a growing daytime population will result in continued growth of traffic at the interstate interchanges and along both arterial and local streets. The anticipated development of Carolina North will generate additional travel demand and the community leadership seeks to expand transit opportunities as an alternative to further roadway expansion.

0.1.1 Plan Assumptions

The Chapel Hill/Carrboro LRTP makes the following assumptions about transit:

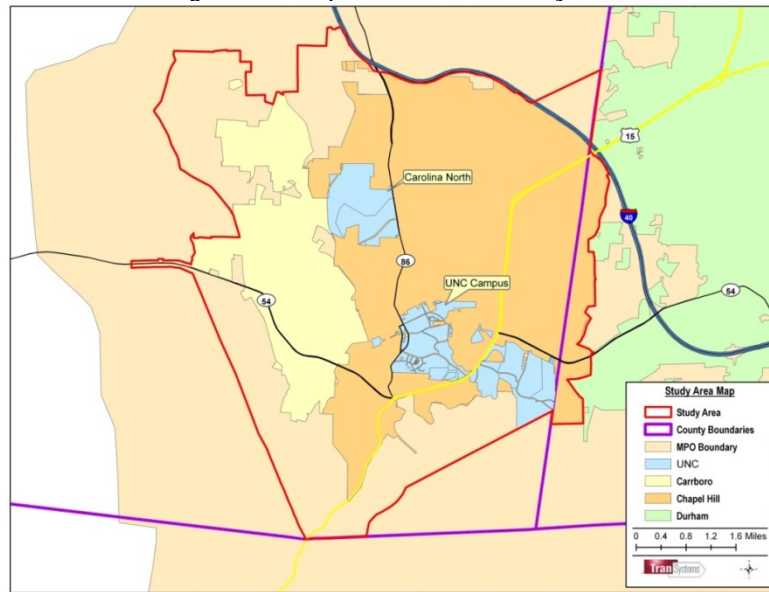
- Future transit service will expand along major travel corridors as well as throughout the Chapel Hill-Carrboro service area. Travelers would be intercepted at the community boundaries at “gateway” park and ride facilities.
- Future Chapel Hill Transit service will include a mix of local bus routes, express services and higher capacity technologies such as Bus Rapid Transit (BRT).²
- Expanded regional transit services, including express service and the implementation of regional light rail will support the Chapel Hill Transit system. Such regional services will be developed by entities outside of Chapel Hill-Carrboro.

Figure 0-1: Chapel Hill-Carrboro in the Durham-Chapel Hill-Carrboro Area



² BRT is special service characterized by distinctive service branding, high capacity and high speed vehicles, dedicated running ways, use of traffic signal priority, and upgraded stations.

Figure 0-2: Chapel Hill-Carrboro Study Area



0.2 Findings

The building blocks for the LRTP are based on three basic findings. These findings are crucial foundations to the plan:

1. **Analysis of 2035 travel demand suggests that six main corridors will be used by commuters to access the Chapel Hill-Carrboro community.** The traffic levels in these corridors can justify an investment in a higher order of public transit.
2. **Future travel demand necessitated the need for improved transit services**
 - o Three service delivery concepts may be appropriate for higher level transit service. These include light rail (LRT), bus rapid transit (BRT) and enhanced express service (EEB). Light rail was found to be cost prohibitive if used as a Gateway service. However, this Plan recognizes LRT as a potential regional service that would serve some of the gateways while going beyond them to connect with Durham and Wake Counties.
 - o Expanded local bus service will be necessary to support the Gateway services. The expansion of local transit services will compliment the proposed Gateway services, providing improved access to the Gateway stations and increasing local mobility.
3. **Transit supportive land use policies, including parking policy** need to be implemented along major transportation corridors and in the downtown to allow the preferred service concept to realize its maximum potential in attracting additional transit trips.

These findings are discussed in greater detail below.

0.2.1 Future Travel Demand and Gateway Corridors

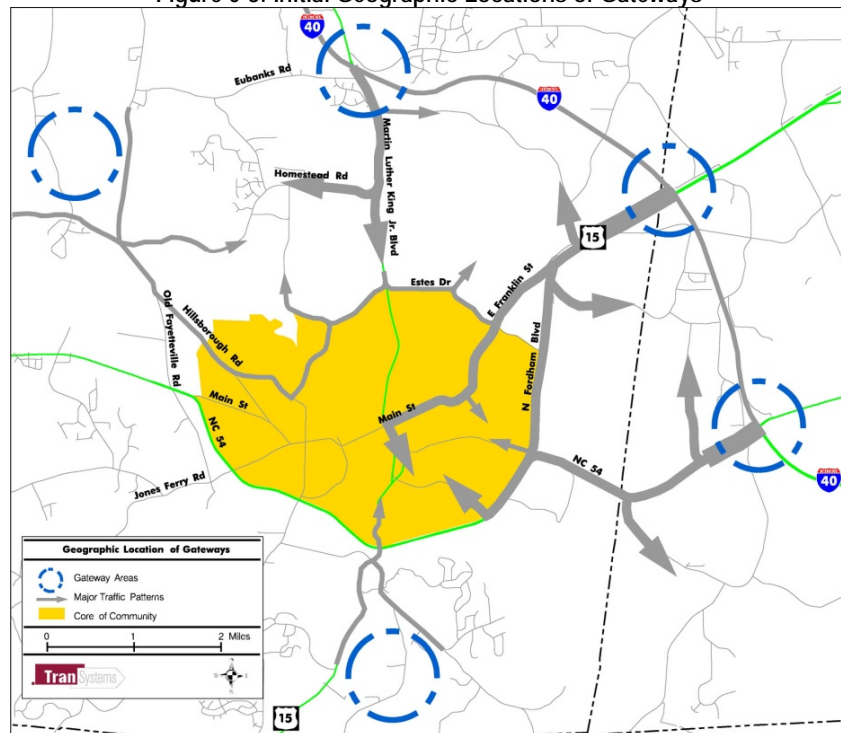
This LRTP utilizes the Raleigh-Durham regional travel demand model called the Triangle Regional Model (TRM) to project 2035 travel demand in and out of Chapel Hill-Carrboro. The purpose in using the TRM is to establish a consistent link with the overall region. The TRM is the basis of transportation planning in the Raleigh-Durham metropolitan area and is utilized by both of the area's MPOs including the DCHC. The TRM for this LRTP incorporates the latest 2035 projections of land use, socioeconomic characteristics, and demographics for the study

area. The land use information also includes population and employment assumptions about the Carolina North development. The TRM is also used throughout the LRTP to test transit service concepts.

The TRM, as analyzed for the study area, shows that 70 percent of commuters entering Chapel Hill-Carrboro are from Durham County. These commuters come from the north and east via NC 86 (Martin Luther King, Jr. Blvd.), US15/501 (Franklin and North Fordham Blvd), and East NC54 (Raleigh Road). The main commuter destination is the core of the community which consists of downtown Chapel Hill-Carrboro, UNC main campus, and Carolina North. Other commuters are entering the community via Hillsborough Road, West NC 54 (Main Street), and South US 15/501 and are destined for the core as well.

Initial locations in which to intercept travelers external to Chapel Hill and Carrboro as well as relative importance of key corridors are found in Figure 0-3.³ The Figure shows the general gateway locations as blue circles. The major travel patterns are shown with gray lines with arrowheads. Important travel corridors are represented in the Figure as thicker the gray lines. Less important corridors are represented by thinner lines.

Figure 0-3: Initial Geographic Locations of Gateways



Source: TranSystems

0.2.2 Travel Demand and Service Concept

In defining the transit market, a conceptual service plan was developed to capture the broader trip making evident in the study area. The service concept has two basic elements: *Gateway* services which are intended to intercept travelers entering Chapel Hill and Carrboro and, second, *Enhanced Local Bus* services were are intended to provide mobility within the towns.

³ An additional Carrboro gateway is added later in the study.

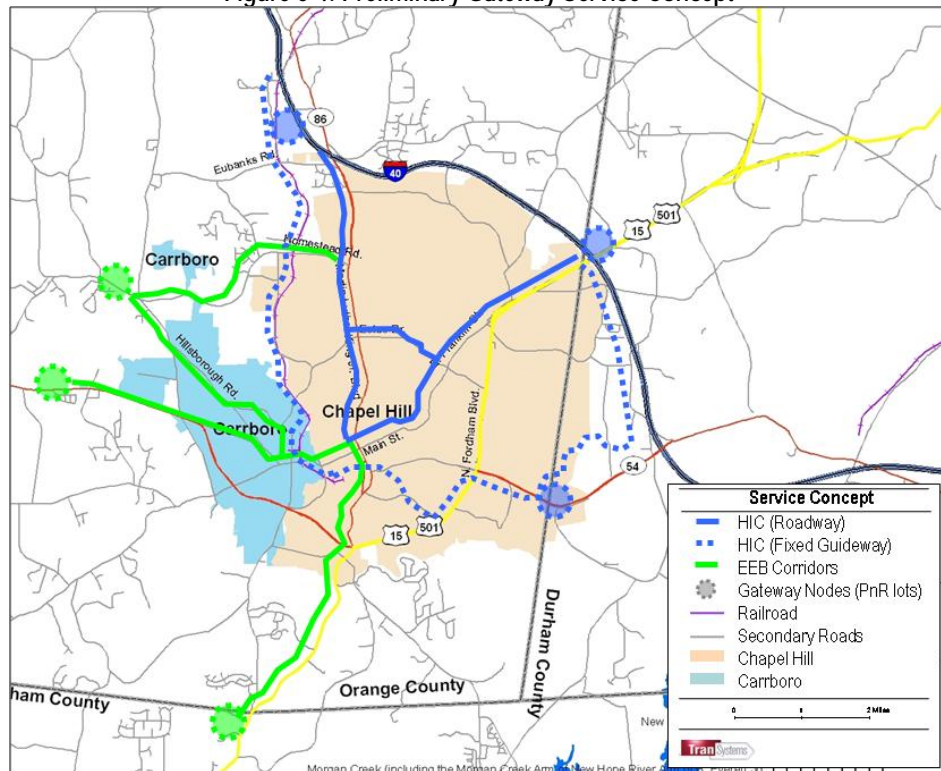
The Gateway portion of the service concept consists of two different types of services:

- High Investment Corridors (HIC)—bus and rail.
- Enhanced Express Bus Corridors (EEB)-bus.

The High Investment Corridors are designed to serve the large markets originating from the Durham and Wake County areas and therefore involve consideration of investment technologies designed for a high volume of ridership. These technologies include light rail, streetcar, and bus rapid transit (BRT).⁴ The HIC serves the prime three entry points into the community from Durham County which, by 2035, will account for 70 percent of the travelers entering Chapel Hill-Carrboro. The Enhanced Express Bus (EEB) Corridors do not include consideration of rail modes but consider BRT options as well as limited-stop, Express Bus services. EEB is considered here as the volume of potential riders is less than half of what is expected for the HIC thus the need for rail modes is not apparent. The refinements made to overall Gateway Service Concept include additional corridors as well as refinements to the routing and the identification of general locations for the Gateway nodes where travelers can park-and-ride.

The set of corridors or gateway services is shown in Figure 0-4. The *Enhanced Local Bus* portion of the concept includes services with greater frequencies and geographic coverage than the current CHT system. The local bus system underlies the gateway services and covers much of Chapel Hill and Carrboro.

Figure 0-4: Preliminary Gateway Service Concept



Source: TranSystems

⁴ BRT is special service characterized by distinctive service branding, high capacity and high speed vehicles, dedicated running ways, use of traffic signal priority, and upgraded stations.

Developing the Service Concept: Identifying Transit Technologies

A number of viable transit modes or technologies that can potentially comprise the above service concept are analyzed below. This section discusses an array of these technologies for the gateway and enhanced express bus services. The evaluation of suitable technologies involves the determination of which mode is the most cost effective in serving the intended markets.

Table 0-1 summarizes the technologies considered for the gateway services. Other technologies, such as commuter rail and heavy rail, are not considered because they are not deemed practical for the Chapel Hill-Carrboro community. Such services are intended for long distance, regional travel while the travel distances within the community are short at about five to six miles in length. The purpose of the study, to remind the reader, is to develop transit strategies that are localized, leaving regional service planning to other entities.

The technologies in Table 0-1 were evaluated for cost-effectiveness using conceptual operating characteristics including assumptions for service frequencies, length of peak periods and hours in which the service would operate. Capital and operating costs assumptions are from recent work done in the Raleigh-Durham area involving similar technologies. For HIC technologies, the deployment for each technology type is varied. For example, light rail (LRT) was tested using one, two, or three cars per train set. In all, for the HIC services, nine variations are tested. For the EEB services, five combinations of deployment are reviewed involving BRT and Express Bus. The analysis concluded that assuming the highest level of ridership, BRT and express bus are the most cost effective modes in the HIC and EEB corridors respectively. While LRT was deemed cost prohibitive as a gateway service, it was recognized that LRT as a regional service, going beyond Chapel Hill-Carrboro boundaries, should be reflected in this LRTP.

Table 0-1: Potential Technologies for Services

Characteristic	High Investment Corridors				
	Enhanced Express Bus				
	LRT	Streetcar	BRT busway	BRT arterial	Express Bus
Vehicle type and ROW	•Rail cars in exclusive ROW infrastructure	•Rail cars in arterial streets	•Buses in exclusive ROW facility	•Buses on exclusive lane in arterial street	•Limited-stop service in mixed traffic
Intersections with mixed traffic	•No	•Few	•Few	•Yes	•Yes
Infrastructure at stops	•Stations	•Enhanced shelters	•Stations	•Enhanced shelters	•Shelters
Payment and boarding	•Off-vehicle fare payment •At grade, multiple door boarding	•Off-vehicle fare payment •Multiple door boarding	•Off-vehicle fare payment •At grade multiple door boarding	•Off-vehicle fare payment •Multiple door boarding	•On-board payment •One-door boarding

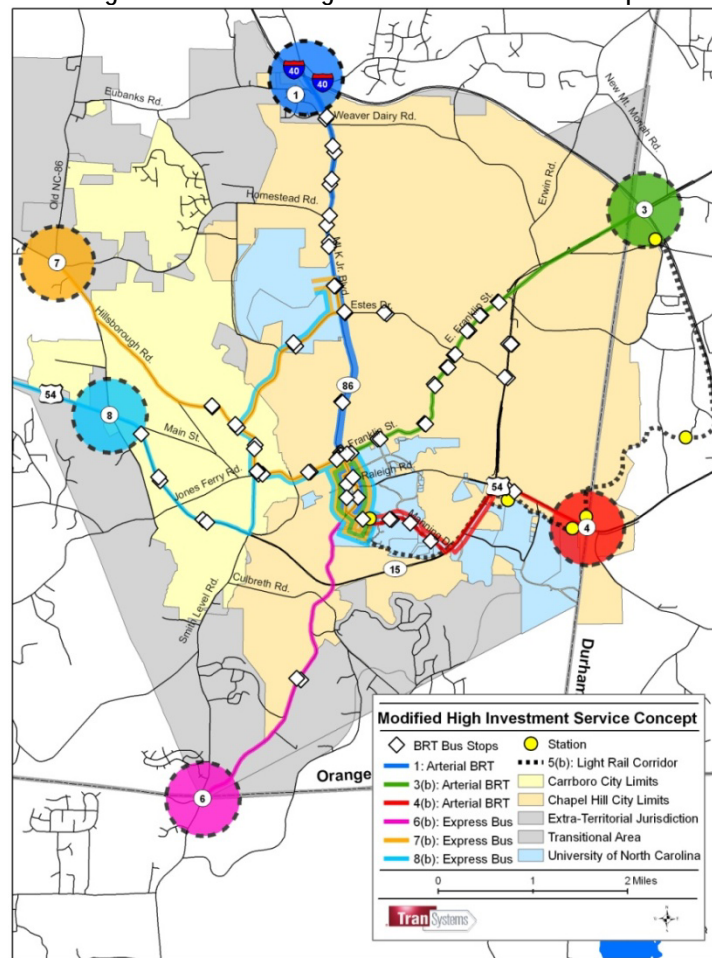
Preferred Service Concept

The preferred service concept involves BRT and express bus technologies (see, again, Figure 0-4) and is named the "Modified High Investment Service Concept." This concept is shown in Figure 0-5. It should be noted that Figure 0-5 includes Light Rail Transit (LRT) as a regional mode and separate from the gateway concept which is local in nature. However, it is shown as LRT which could be added in the future. Eventually, an LRT service could replace either or both of the BRT services at Gateways 3 and 4.

The Modified High Investment Service Concept is a combination of the two investment scenarios developed for the LRTP. The first of these was called the "Low Investment scenario" with the second called the "High Investment

scenario." The Low Investment scenario consists of arterial BRT services on gateways 1, 3, and 4. It also consists of EEB serving gateway corridors 6, 7, and 8. The High Investment concept is similar to the Low Investment concept except it involves the operation of BRT in an exclusive busway (in the LRT corridor) instead of the gateway 4 (East NC54) service. Also the High Investment assumes Gateway 1 (MLK) would have a grade separated busway. The preferred concept retains the gateway services of the Low Investment scenario with transit service in the fixed guideway corridor as considered in the High Investment scenario. As mentioned, the fixed guideway corridor would have regional LRT instead of Gateway BRT service as originally considered for the High Investment scenario.

Figure 0-5: Modified High Investment Service Concept



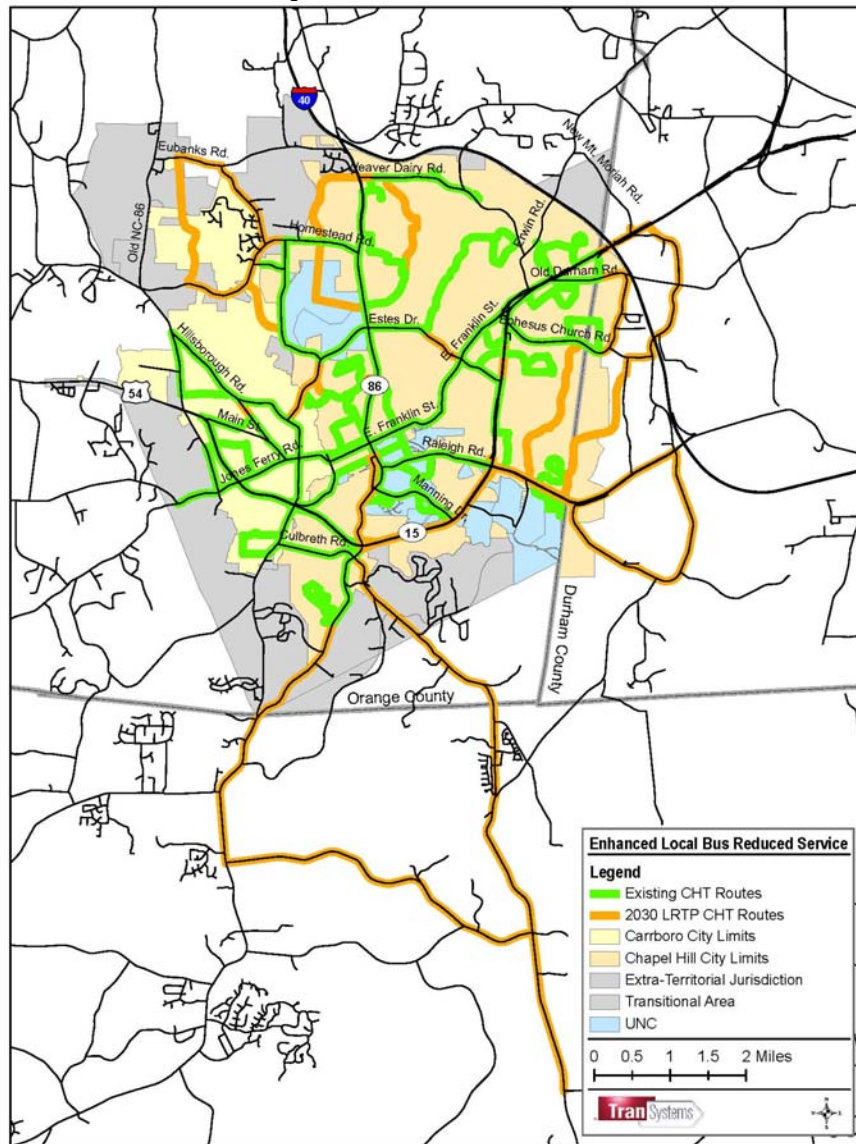
It is assumed that services on Gateways 3 and 4 would be re-evaluated as plans for regional LRT move forward. The Modified High Investment Service Concept would also include the enhanced local bus system described below. Together, the Modified High Investment Strategy and the Enhanced Local Bus Service comprise the "preferred service concept" to be further analyzed.

Enhanced Local Bus Service

While the current CHT system provides good geographic coverage, a local transit system that can compete with the attractiveness of the automobile would need not only more extensive coverage than the current service but will also need more frequent service and expanded hours of service. The 2030 and 2035 adopted long range plans developed by the Durham-Chapel Hill-Carrboro Metropolitan Planning Organization contain an extensive bus network for Chapel Hill Transit. That network includes services with, respectively, 10-minute and 20-minute peak and off-peak service frequencies. It also contains services in support of a regional commuter rail service as well as bus services supplied

by the Triangle Transit Authority (TTA). Further, services similar to some of the gateway services described above were included in both plans. Figure 0-6 depicts a map of the Enhanced Local Bus service used as part of the “preferred service concept”. In this LRTP, the local transit networks included in the 2030 and 2035 plan’s were modified and tailored to the gateway service concept. This includes eliminating routes which duplicate the gateways or support a planned, fixed guideway service. The 2030 plan calls for 53 routes as a part of 2030 CHT system including the commuter rail service. Thus, they are eliminated for the purposes of the 2035 LRTP ultimately leaving 23 routes as part of the LRTP.

Figure 0-6: Enhanced Local Bus



Modeling the “Preferred Service Concept”

The “preferred service concept” consists of the Modified High Investment Strategy and the Enhanced Local Bus network. These were modeled using TRM and combined with an off model technique to evaluate the effects of potentially restrictive parking policies which are not able to be accommodated in the current regional model. An off model technique is used that associates travel trips with parking supply at UNC and Carolina North. Trips that could not be accommodated by the parking supply are generally and proportionally assigned to the new transit network.

Table 0-2 presents the model results for the Modified High Investment Service Concept⁵ using the off-model parking analysis as well as the TRM analysis. As can be seen in Table 0-2 the projected Gateway service ridership is substantially increased by restrictive parking. Out of 45,386 total Gateway riders under the Low Investment scenario, nearly 33,600 daily riders (adding parking deficit related ridership for both UNC main campus and Carolina North) would be attributed to the parking restrictions. This represents almost 75 percent of the Gateway riders or a 285 percent increase over the model results in which no restrictive parking policies were assumed. Restrictive parking policies will be a key ingredient in a future transit strategy.

A parking analysis more rigorous than conducted in this study is recommended.

0.2.3 Need for Transit Supportive Land Use Policies to Support Expanded Transit Services

It is recognized that even with exceptional transit service within the community, other policies will be needed to promote transit as a preferred mode of choice for residents, employees and visitors. Policies for future development that promote transit supportive design and the expanded use of bicycles and walking will be necessary. Additional policies needed include controlling the availability of parking on the UNC main campus, Carolina North, and the downtowns of Chapel Hill and Carrboro.

Transit Supportive Development

Experience from around the country suggests that that success in expanding transit use depends on many factors, including transit supportive and coordinated land development. Transit supportive policies include a mix of uses – housing, retail, office – and higher density. The other key factors include provision of an attractive, safe and inviting pedestrian environment, and the use of public space integrated with the transit station and commercial space to create a “sense of place.” This type of development is often called Transit Supportive Development or TSD.

The development and implementation of a TSD strategy is not only essential for the future success of transit it is also an integral criterion in the federal government’s evaluation of Small Starts and Very Small Start funding proposals. Projects can receive higher ratings in communities with robust land use policies which include TSD regulations.

Working with the Towns of Chapel Hill and Carrboro, 20 sites were identified as potential locations for TSD. (See Figure 0-7). These sites represent properties that are located on potential transit corridors. For each property, the gross and net developable area was determined. In discussions with representatives from the Town Planning Departments, a land use mix and development density was defined for each property, based on the surrounding land use patterns, site configuration and planning objectives. Based on the land use mix and development density defined for each site, the resulting number of residential units and square footage of office and retail space was calculated.

In addition, a set of design guidelines to implement a TSD strategy is developed in this LRTP. The purpose of these TSD Design Guidelines is to ensure that new development around transit stops/stations/corridors supports transit use, encourages ridership, reduces auto dependency and leverages the transit investment. These design guidelines support the Town of Chapel Hill’s existing Design Guidelines and are supplemental to those Guidelines. The guidelines establish basic principles that include pedestrian oriented design, building design, site layout, connectivity, density, and transportation amenities.

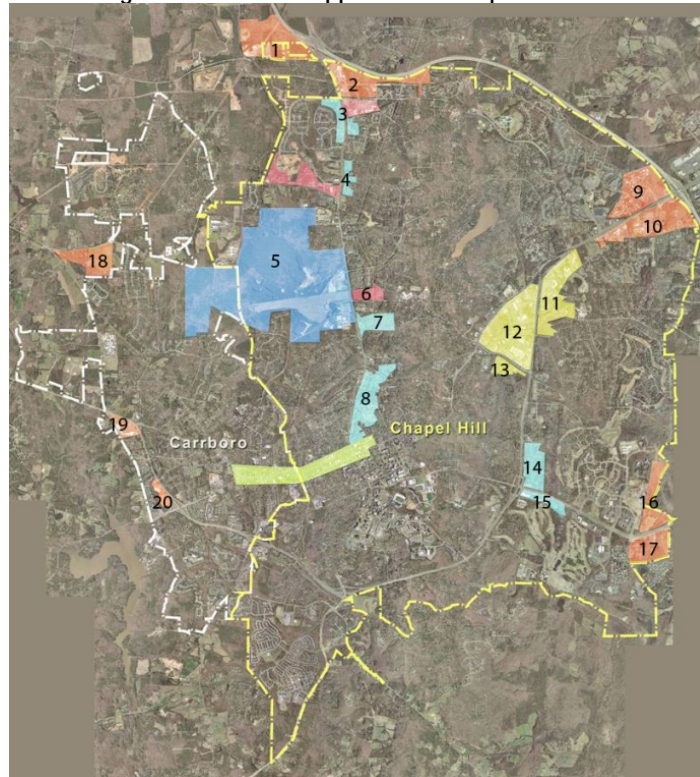
⁵ Since the Gateway and local bus portions of the Modified High Investment Service Concept is the same for these services as under the Low Investment scenario, the ridership numbers reflect the Low Investment scenario.

Table 0-2: 2035 Ridership Forecast for Modified High Investment Service Concept Using TRM and Off- Model Parking Analysis

RIDERSHIP														
<i>Daily Ridership</i>														
Modified High Investment	Gateway Services											Local Bus	Grand Total	
	GW 1	GW 3A	GW 3B	GW 3C	GW 4	GW 5	GW 6	GW 7-UNC	GW 7-CN	GW 8-UNC	GW 8-CN			Total GW
Model Run	2,832	1,253	714	1,618	1,699		1,666	302	417	606	690	11,798	43,184	54,981
Due to Parking Deficit at UNC Main	5,037	3,276	1,865	4,230	7,621		2,764	378	521	952	1,080	27,723	9,241	36,964
Due to Parking Deficit at Carolina N	1,872	693	395	1,701	0		585	80	110	201	228	5,885	1,955	7,820
Totals	9,741	5,222	2,973	7,549	9,319		5,014	760	1,049	1,760	1,998	45,386	54,379	99,765
Gateway P&R Parking Spaces	4,067	3,226	1,385	3,648	5,457		1,436	70	671	162	565	20,688		
New Riders	7,931	4,723	2,243	7,502	4,137	N/A	887	0	0	0	0	28,513		
<i>Annualized Ridership</i>														
Modified High Investment	GW 1	GW 3A	GW 3B	GW 3C	GW 4	GW 5	GW 6	GW 7-UNC	GW 7-CN	GW 8-UNC	GW 8-CN	Total GW	Local Bus	Grand Total
Model Run	829,700	367,200	209,100	474,200	497,800		488,100	88,500	122,200	177,700	202,300	3,456,800	12,652,800	16,109,600
Due to Parking Deficit at UNC Main	1,475,900	959,800	546,400	1,239,300	2,232,800		809,700	110,700	152,800	279,000	316,300	8,122,700	2,707,600	10,830,300
Due to Parking Deficit at Carolina N	548,500	203,000	115,600	498,400	0		171,300	23,400	32,300	59,000	66,900	1,718,400	572,800	2,291,200
Totals	2,854,100	1,530,000	871,100	2,211,900	2,730,600		1,469,100	222,600	307,300	515,700	585,500	13,297,900	15,933,200	29,231,100
New Riders	2,323,700	1,383,700	657,200	2,198,200	1,212,100		259,800	0	0	0	0	8,034,700		

Notes: GW= gateway; CN= Carolina North; UNC=University of North Carolina main campus
Modified High Investment ridership reflects ridership totals for the Low Investment scenario.

Figure 0-7: Transit Supportive Development Sites



0.3 Recommended Plan

The recommended Chapel Hill/Carrboro Long Range Transit Plan calls for the development a network of “gateway” and local bus services to enable residents, employees, and visitors to use transit instead of cars while within the Chapel Hill-Carrboro community. Gateway services provided in the six corridors would include a combination of:

- Higher level transit services such as BRT
- Improved local service to provide connectivity
- Connections to regional transit services
- Park and ride facilities where practical
- Transit supportive development

This network is identified as the “Modified High Investment Service Concept” and anticipates the implementation of regional Light Rail Transit (LRT) service connecting gateways at NC54 (East) and US15/501 (East). If LRT were to move forward, gateway services proposed in those corridors might need to be re-evaluated.

The primary gateway services (corridors 1, 3, and 4) would utilize “Bus Rapid Transit” BRT service. BRT is special service characterized by distinctive service branding, high capacity and high speed vehicles, dedicated running ways, use of traffic signal priority, and upgraded stations. Figure 0-8 and Figure 0-9 show, respectively, the stations and vehicles envisioned for the service. The remaining gateway services (6, 7, and 8) would use standard vehicles in express service though they will be branded similar to the BRT service and, as planned for BRT, have upgraded

stations. All these services would utilize state-of-the-art passenger information systems to enable riders to know when their buses are expected to arrive. The gateway services would be supported by a much increased local system. It is assumed that services on Gateways 3 and 4 would be re-evaluated as plans for a regional LRT move forward. The Modified High Investment Service Concept, described on page 0-7 would also include the enhanced local bus system described on page 0-8. Together, they comprise the "preferred service concept".

Table 0-3 and Table 0-2 (on page 10), present statistical information about the Gateway and Enhanced Local Bus components of the recommended system.

Table 0-3: Summary Gateway Service Statistics

Priority/Service	Frequency		Days of Operation	Service	Peak Vehicle Requirement*	Vehicle Hours		Gateway Parking Spaces	Estimated Daily Ridership
	(weekdays mins)			Day (hours)		Daily	Annual		
	Peak	Off Peak							
Initial Implementation									
GW 1--Martin Luther King Jr., Blvd	5	8	Mon-Sun	17	11	120	33,240	4,067	9,741
GW 3B (via Franklin)	10	15	Mon-Sun	17	8	80	23,040	1,385	2,973
GW 3C (via Estes)	10	15	Mon-Sun	17	6	63	18,705	3,648	7,549
GW 3B/3C Total	5	8	Mon-Sun	17	14	143	41,745	5,034	10,522
Future Implementation									
GW 3A I40 to UNC via US 15/501	10	15	Mon-Sun	17	9	97	28,591	3,226	5,222
GW 4 via NC 54	5	8	Mon-Sun	17	12	126	34,770	5,457	9,319
GW 6 via US15/501 South	10	15	Mon-Sun	17	11	120	34,664	1,436	5,014
GW 7 to Carolina North	10	15	Mon-Sun	17	7	80	23,040	671	1,049
GW 7 to UNC Main Campus	10	15	Mon-Sun	17	9	97	28,591	70	760
GW 7 Total	5	8	Mon-Sun	17	16	177	51,631	741	1,808
GW 8 to Carolina North	10	15	Mon-Sun	17	10	103	30,121	565	1,998
GW 8 to UNC Main Campus	10	15	Mon-Sun	17	8	97	28,591	162	1,760
GW 8 Total	5	8	Mon-Sun	17	18	200	58,712	727	3,759

*Includes spares, does not include ADA paratransit vehicles.

The enhanced local bus service anticipates (in 2008 dollars) a \$43.5 million annual operating cost and \$49 million in initial capital costs. The capital costs include the acquisition of expansion vehicles, expansion of the CHT Millhouse Road operations center and the installation of additional passenger amenities such as shelters.

0.3.1 Initial Implementation and Funding

The results of the TRM and off-model parking analysis (Table 0-2) were used to identify two gateway corridors for more detailed analysis in the form of conceptual operating plans. The conceptual operating plans for these "prototype" corridors form the basis of cost information for the remaining services. The Transit Study Policy Committee identified Gateway 1 (MLK Boulevard) and two branches of Gateway 3 (US 15/501 via Franklin and via Estes to Carolina North) as corridors to be developed further. Gateway 4 was not targeted because the committee believed that corridor (along with the HIC rail corridor in the Modified High Investment Service Concept) would be studied through a regional transit planning process that is underway. The remaining gateways (6, 7, and 8) are not selected because they show relatively modest ridership levels.

The operating plan for each prototype gateway is conceptual. It includes a running way definition, ridership estimate, station and vehicle description, and operating parameters (i.e. span of service, fleet size, headway, running time). For both of these gateways, the five characteristics of the service are defined:

1. *Running Way improvements*—which include adding travel lanes, signal priority, and other enhancements to the street in which the BRT service would operate.
2. *BRT Station improvements*—which would be up-graded versions of the standard bus stops with shelters now in use by CHT. An example of upgraded stations is found with Kansas City's BRT serviced branded as "MAX." See Figure 0-8 for one such station.
3. *Gateway Park-and-Ride Facilities*— which are parking facilities to intercept people entering the community who will park their vehicles and board the BRT to their final destination.
4. *Vehicles*—which are primarily the BRT vehicles, and in the case of the priority corridors, are articulated vehicles similar to ones now in use in Chapel Hill. See Figure 0-9.
5. *Operating Facility and Miscellaneous*—which include additional vehicle storage and maintenance areas at CHT's main operating base.

Figure 0-8: BRT Station— Shelter and Station Sign for the MAX BRT Service in Kansas City



Figure 0-9: Chapel Hill Transit Articulated Buses



Table 0- 4 below summarizes capital costs for both BRT corridors. All capital costs are projected (in 2008 dollars) to range from about \$133 million to just over \$142 million. As can be seen from the table, well over 60 percent the costs are associated with the Gateway park-and-rides. The MLK service would have nearly 4,100 parking spaces at the gateway with the US15/501 service having just over 5,000 parking spaces.

The projected number of park ride spaces at GW1 could also be reduced if regional transit services were expanded in conjunction with the provision of park ride facilities in outlying areas. The total cost of providing park ride at any of the Gateways will also depend on whether the spaces are surface or provided in a structure. Opportunities for the integration of parking into a joint development may also be possible and might reduce the overall cost.

Table 0-4: Preferred Gateway Corridor Capital Costs—2008 Dollars

Item	Gateway			
	MLK (GW 1)	Franklin/Estes (GW 3B/C)		
		Totals	Franklin Only (GW 3B)	Estes Only (GW 3C)
Vehicles	\$ 9,693,000	\$ 12,285,000	\$ 7,006,500	\$ 5,278,500
Ops Facilities & Miscellaneous	1,210,000	1,540,000	770,000	770,000
Gateway Park & Rides (deck parking)	82,359,000	101,929,000	29,849,000	78,101,000
Stations	3,591,400	4,317,900	2,158,950	2,158,950
Running Way	36,099,000	22,018,500	21,019,500	999,000
Gateway Parking Spaces	4,067	5,034	1,385	3,648
Totals	\$ 132,952,400	\$ 142,090,400	\$ 60,803,950	\$ 87,307,450

Operating Costs

Based on the above conceptual operating plans, the Martin Luther King, Jr. (Gateway 1) and US 15/501 (Gateway 3 serving downtown Chapel Hill and the UNC Main Campus via Franklin and Carolina North via Estes) project first year operating costs (in 2008 dollars) of \$3.21 million and \$4.03 million respectively. Both of these costs assume the base operations shown in Table 0- 5 as well as an assumption for complementary ADA paratransit service.⁶ The services would be anticipated to operate on weekdays from about 6:00 am until 11:00 pm for a 17 hour service day. Service would also be provided on Saturdays and Sundays though for shorter periods of time.

Table 0-5: Summary Operating Statistics for Preferred Gateway Services

Service	Frequency		Days of Operation	Service Day (hours)	Peak Vehicle Requirement*	Vehicle Hours	
	(weekdays mins)					Daily	Annual
	Peak	Off Peak					
GW 1--Martin Luther King Jr., Blvd	5	8	Mon-Sun	17	11	120	33,240
GW 3B/C--US 15/501 (via Franklin/Estes)	5	8	Mon-Sun	17	14	143	41,745

*Includes spares, does not include ADA paratransit vehicles.

⁶ Any cost savings by reducing overlapping local service in the preferred corridors have not been taken into account.



Funding Options

There are four main sources of funding that are typically used for public transit services in North Carolina and could possibly help fund the gateway and expanded local services. They are:

1. Passenger Fares—which are charges to people who ride the service.
2. Federal grants and innovative financing—are from a variety of grant programs including Small Starts and Very Small Starts funding.
3. State grants—the State of North Carolina through its Department of Transportation (NCDOT) also has a number of operating and capital funding programs.
4. Local funds—can be from general funds, dedicated taxes, and special assessments and fees.

For Chapel Hill Transit (CHT) all of the above are viable options with the possible exception of passenger fares. Currently, the CHT is fare free. It is assumed that any future BRT system would likewise be fare free. Thus, passenger revenue is not considered a funding source for the BRT service.

In developing either or both of the BRT lines, all of the above funding sources are available. However, the Small Starts program would offer a potentially new source of funding that the towns, to this point, have not previously utilized. Much of the capital funding for the MLK service could come from the federal government's Very Small Starts program. The MLK service would be implemented in phases with a version scaled down from the 2035 plan to match projected demand for services in 2025 or earlier.

This plan also will depend upon the adoption of land use regulations that promote "transit supportive development."

0.4 Next Steps

This LRTP developed conceptual operating plans for two selected gateway corridors. The Plan recommends proceeding with public review of the findings of this Plan and adoption by the Towns of Chapel Hill and Carrboro and the University of North Carolina at Chapel Hill. This Plan included conceptual operating plans for two selected gateway corridors and recommends consideration of Gateway 1—MLK as the first gateway service to be implemented.

Action Steps

The following steps should be taken to implement the Chapel Hill Long Range Transit Plan:

- *Initiate an extensive public input process to review the findings, strategies and recommendations of the Chapel Hill LRTP.*
- *Consideration of adoption of the Plan by the governing bodies of Chapel Hill and Carrboro.*
- *Development of short range transit plans providing more detail on the implementation of the approved strategies of the Chapel Hill LRTP.*
- *Consider further study of the Martin Luther King Jr. Boulevard corridor including the development of an Alternatives Analysis (AA) study.*

Potential Timeline

The Very Small Starts funding strategy is anticipated to require approximately six years to complete. It is possible this timeline, Figure 0-10, can be further compressed if the communities wished to forego funding under New Starts (using Section 5307 funding or other sources instead). The AA could be reduced in time as well as engineering period (as under project development) could also be made faster.

Figure 0-10: Very Small Starts Implementation Time Line

Step	Year 1				Year 2				Year 3			Year 4		Year 5		Year 6		
	1Q	2Q	3Q	4Q	1Q	2Q	3Q	4Q	1Q	2Q	2nd half	1st half	2nd half	1st half	2nd half	1st half	2nd half	
Prepare Alternatives Analysis (AA) justification and review with FTA	█																	
Conduct Parking Policy Study		█																
Begin process to acquire funds for AA while parking study underway.		█																
Conduct AA on corridor that seems most viable			█															
Submit AA for FTA review and approval into Project Development stage.										█								
Project Development											█							
Submit to FTA for review.													█					
Project Construction Grant Agreement. (Construction)														█				
Begin service																		█

Durham County Transit Plan – Schedule

Spring 2010 – 2011	Alternatives Analysis by URS
April – June 2010	Develop vision/goals for Durham County Transit Plan <ul style="list-style-type: none"> - Keep vision/goals very general so as not to eliminate options that may be considered in the Alternatives Analysis - Include public involvement - Use prior vision/goal setting as the basis (DATA short-range plan, 2035 LRTP, STAC)
May 3, 2010	Update to BOCC on development of Durham County Transit Plan
September 2010	Updates to BOCC, CC, and TAC on development of Durham County Transit Plan <ul style="list-style-type: none"> - Review Conceptual Screening step of Alternatives Analysis
September – December 2010	Develop bus transit services to be included as part of draft plan <ul style="list-style-type: none"> - Develop packages of services that can meet the funding availability for bus improvements - Coordinate with the rail improvements being studied in the Alternatives Analysis
November 2010	Update to BOCC, CC, and TAC on development of Durham County Transit Plan <ul style="list-style-type: none"> - Review Operating Plans step of Alternatives Analysis
January 2011	Update to BOCC, CC, and TAC on development of Durham County Transit Plan <ul style="list-style-type: none"> - Review draft plan
February 2011	Update to BOCC on development of Durham County Transit Plan <ul style="list-style-type: none"> - Public hearing
March 2011	Approval of Durham County Transit Plan by BOCC and Authorization of the Referendum
March 2011	Approval of Durham County and Orange County Transit Plans by MPO
Spring - Fall 2011	Referenda campaign
November 2011	Referenda

MEMORANDUM

TO: Transportation Advisory Committee (TAC)
DCHC MPO

FROM: Lead Planning Agency

DATE: April 14, 2010

RE: Federal Rescission and Rescission Restoration

The Federal Highway Administration announced that \$8.7 billion of federal-aid highway funds apportioned to states was rescinded on September 30, 2009, as required by the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU). Based on the legislation, North Carolina's share of the rescission was \$249.8 million. The amount of the rescission by state was determined by proportionately distributing the \$8.7 billion across the states by their share of appropriations from FY 2005-2009. One state, Nevada, did not have enough unobligated funds to rescind. The difference between Nevada's proportionate share and their unobligated funds (\$22.4 million) was proportionately distributed among the other states. The distribution of the rescission across federal programs was determined by proportionately distributing the \$249.8 million across the federal programs by the share of appropriations from FY 2005-2009. If a program did not have enough unobligated funds to rescind, the difference between the proportionate share and the unobligated funds was proportionately distributed among the other federal programs.

The Hiring Incentives to Restore Employment (HIRE) Act, signed in March 2010, restored the contract authority that was rescinded. The Federal Highway Administration has provided the MPO the following information about the restoration of the rescinded funds:

FHWA is finalizing a notice restoring \$8.708 billion that was rescinded at the end of FY2009. The State-by-State and program-by-program amounts restored will be equal to the actual amounts rescinded from each State and each program under section 10212 of SAFETEA-LU. Only contract authority was rescinded; therefore, only contract authority is being restored. No additional obligation limitation is being provided.

Contract Authority - Contract authority is a special type of budget authority where authorized amounts become available for obligation according to the provisions of the authorization act without further legislative action. Contract authority is usually available for multiple fiscal years.

Obligation Limitation - A limitation on obligations acts as a ceiling on the sum of all obligations that can be made within a specified time period, usually a fiscal year.

The difference between contract authority and obligation authority could be stated in this way. Contract authority establishes the maximum amount of Federal highway funding that would be available for obligation over a given time period. The obligation limitation is the maximum amount of Federal funding that could be obligated (authorized) during the given fiscal year.

STPDA Projects in the DCHC MPO

The rescission of Surface Transportation Program – Areas with a Population \geq 200K (STPDA) was distributed amongst the state’s seven largest MPOs. The distribution of the rescission across the MPOs was determined by proportionately distributing the \$47.5 million across the MPOs by the share of appropriations from FY 2005-2009. If a MPO did not have enough unobligated funds to rescind, the difference between the proportionate share and the unobligated funds was proportionately distributed among the other MPOs. The DCHC MPO had \$6,984,302 of unobligated STPDA funds rescinded.

The TCC developed a recommended STPDA schedule to address the impact that the rescission would have on our previously selected projects. This schedule prioritized funding the previously programmed projects that were selected using the previously adopted allocation methodology. It was created by compiling the schedules and funding amounts that each local jurisdiction reported to the LPA staff. Local staffs were asked to provide the most up-to-date and realistic schedules for their projects as well as a priority order for each project. One high priority programmed project, the bicycle and pedestrian improvements to Old Durham-Chapel Hill Road, has a revised cost estimate that requires additional funding for construction. The additional funding request is \$1,169,200. The local match for this project is proposed to be shared between Durham and Chapel Hill at an approximately 65%/35% split, based on the distance of the project located in each jurisdiction.

Since the rescission has been restored, we now have access to the \$6,984,302 of rescinded STP-DA funding. We can obligate these funds through spending more than our anticipated annual STP-DA allocation in FY 2010 and FY 2011. However, these funds cannot roll-over into the funding programmed in the FY 2012-2018 TIP. We are still subject to the obligation limitation of our annual allocation plus our unobligated balance for the seven years included in the TIP. This is roughly \$4 million per year, or \$28 million over seven years.

Our STP-DA schedule proposed that we would obligate \$5.4 million in FY 2010 and \$11.4 million in FY 2011. We were planning on “borrowing” from our future years’ annual allocations in order to front-load our project schedule and not delay implementation of any projects. However, now that we have access to our rescinded funds, we will instead obligate these funds in addition to our FY 2010 and 2011 annual allocations. We will be using the following funding sources for these projects:

FY 2010 Programming	Funds to be Obligated	
Programmed Projects \$5,405,784	FY 2010 Allocation	\$4,102,170
	Previously Rescinded Funds	\$1,303,614

<u>FY 2011 Programming</u>	<u>Funds to be Obligated</u>	
Programmed Projects \$11,395,374	FY 2011 Allocation	\$4,102,170
	Previously Rescinded Funds	\$5,680,688
	Borrowed FY 2012 Allocation	\$1,612,516

As a result, since we will be borrowing only a small portion of our future annual allocations, we will be able to add more projects in FY 2012 through 2018 beyond what is currently shown in the proposed schedule.

Since the proposed schedule is based on the realistic project implementation schedules provided by each local jurisdiction, we do not think it is feasible to further accelerate any of our projects. As a result, LPA staff recommends that the TAC go ahead and approve the proposed STP-DA project schedule for FY 2010 through 2015 through an amendment to the FY 2009-2015 MTIP. We will discuss options for adding additional STP-DA projects for FY 2012 through FY 2018 at upcoming TCC meetings and bring back a proposal at a future TAC meeting.

Background on STP-DA Project Selection and Implementation Process

The DCHC MPO programs STPDA funds for a variety of projects including bicycle and pedestrian facilities, enhancements to highway projects, transit capital, and planning activities. These projects are either administered locally, by NCDOT, or by the LPA. Traditionally, funding has been programmed by the MPO in advance of the actual obligation of funds. For locally administered projects, once the funding was programmed by the MPO, the local governments were required to execute agreements with NCDOT, obtain the necessary certifications for the design, right-of-way, and environmental impacts, implement the project, and seek reimbursement from NCDOT. The funding is considered to be obligated when the certifications have been received from FHWA and the project is under contract. Often the time needed to execute the agreements and obtain certifications took longer than expected or the projects were delayed because the local match was not available. Several projects were programmed by the MPO in fiscal years 2009 and earlier but have not yet been obligated.

In May of 2008, the DCHC MPO approved an STPDA project schedule that programmed much of the MPO's unprogrammed funds and anticipated future funds through FY 2015. The MPO used a formula to divide the total funding by category and by local jurisdiction. At the time, the unprogrammed previous years' balance was \$3,993,060 and the anticipated future funds through FY 2015 were \$3,977,133 per year (\$27,839,931 over the seven years) for a total of \$31,832,991 available to program. The MPO set aside \$596,570 per year (15% of the annual funding) as part of an annual reserve to be used to cover unanticipated expenses, planning activities, and cost over-runs. The MPO also did not fully program some of the project categories designated during the process. \$94,214 of transit funding was assigned to either DATA or Chapel Hill Transit, but not programmed; \$1,405,546 of regional bicycle and pedestrian funding was not programmed; and \$313,109 of local discretionary funding was assigned to Durham, Chapel Hill, Carrboro, and Hillsborough, but not programmed. As a result, the MPO had a total of \$5,392,288 of FY 2010 through FY 2015 anticipated future funding unprogrammed.

Category	Funding Available for FY 2009-2015 Using Formula	Programmed for FY 2009-2015	Unprogrammed
Annual Reserve	\$4,175,990	\$596,570	\$3,579,420
Staff & Routine Planning	\$4,542,818	\$4,542,818	\$0
Extra Planning	\$1,800,000	\$1,800,000	\$0
Transit	\$5,328,546	\$5,234,332	\$94,214
Regional Bicycle and Pedestrian	\$5,328,546	\$3,923,000	\$1,405,546
Local Discretionary	\$10,657,092	\$10,343,983	\$313,109
Total	\$31,832,991	\$26,440,703	\$5,392,288

In summary, in May of 2008, the DCHC MPO considered that the following funds were available and either programmed or set aside the funds for future programming:

Pre-Rescission (May 2008)			
Funds Available		Funds Programmed or Set Aside for Future Programming	
Unprogrammed Balance From Pre-FY 2009	\$3,993,060	Programmed FY 2009-2015	\$26,440,703
FY 2009-2015 Anticipated Funding (using FY 2008 allocation)	\$27,839,931	FY 2010 and Later Funds Not Programmed	\$5,392,288
Total	\$31,832,991	Total	\$31,832,991

CMAQ Projects in the DCHC MPO

NCDOT Transportation Planning Branch has reported that the rescission and restoration of the rescission will not have any impact on Congestion Mitigation Air Quality (CMAQ) projects in the State. CMAQ funds are allocated to the State based on the population of the air quality non-attainment and maintenance areas and the degree that each area is in non-attainment. NCDOT then sub-allocates the funds to MPOs and RPOs in those non-attainment areas. The DCHC MPO has held several calls for projects for CMAQ funds within the past several years. The DCHC MPO has programmed all of its CMAQ funds through the year 2017.

Future STDPA, Metropolitan Planning, and CMAQ Project Funding Procedures

The TCC will be developing recommendations for future project funding procedures that will help ensure that future rescissions do not affect MPO projects. LPA staff will work with other MPOs in the state and NCDOT to develop these procedures. Communication must improve between NCDOT's Financial Management Division and the MPOs, and the MPOs must have continuous access to information about the obligation of federal funds.

The tracking of the obligation of funding will occur in a manner similar to the effort required for the 2009 American Recovery and Reinvestment Act projects. If a project is not making progress, the funding will be made available for other projects. It is imperative that each local government develop and follow realistic schedules for project planning, design, and construction. A final policy will be developed for TAC approval in the coming months.

TCC Recommendation: That the TAC approve the Resolution to Modify the FY 2009-2015 Metropolitan Transportation Improvement Program for the DCHC Urban Area.

TAC Action: Approve the Resolution to Modify the FY 2009-2015 Metropolitan Transportation Improvement Program for the DCHC Urban Area.

DCHC MPO STPDA Funding Table for FY 2010 through 2015 - Approved April 14, 2010

Local Priority #	Jurisdiction	TIP No	Description	Cost 100%	Cost 80%	2010		2011		2012		2013		2014		2015		Was		
						Phase	Cost	Phase	Cost	Phase	Cost	Phase	Cost	Phase	Cost	Phase	Cost	Total STPDA	Year	Source
1	Carrboro	U-4726	Multi-use Path from Wilson Park to Estes Dr.	\$ 210,855	\$ 168,684	Constructio	\$168,684										\$ 168,684	2010	Local Discretionary	
2	Carrboro	EL-4994	Bolin Creek Greenway - Carrboro (Homestead to Estes)	\$ 737,500	\$ 590,000			Constructio	\$590,000								\$ 590,000	2008	Pre-2009	
3	Carrboro	EL-4828	Morgan Creek Greenway - Carrboro	\$ 600,000	\$ 480,000	Planning	\$84,000	Constructio	\$396,000								\$ 480,000	2007	Pre-2009	
4	Carrboro	U-4726	Bolin Creek Greenway (Jones Creek)	\$ 268,375	\$ 214,700			Constructio	\$214,700								\$ 214,700	2011	Local Discretionary	
5	Carrboro	U-4726	Rogers Road - Sidewalk (Homestead to Meadow Run)	\$ 536,200	\$ 428,960	Planning	\$ 65,000	Constructio	\$363,960								\$ 428,960	2010	Local Discretionary	
6	Carrboro	U-4726	S. Greensboro St. - Sidewalk	\$ 58,300	\$ 46,640					Constructio	\$46,640						\$ 46,640	2012	Local Discretionary	
7	Carrboro	U-4726	Bicycle Loop Detectors	\$ 37,500	\$ 30,000			Constructio	\$30,000								\$ 30,000	2011	Local Discretionary	
8	Carrboro	U-4726	Bel Arbor-Plantation Acres Multi-use Path	\$ 83,750	\$ 67,000							Constructio	\$ 67,000				\$ 67,000	2013	Local Discretionary	
1	Chapel Hill	TG-4731	Chapel Hill Transit - Misc. Capital - Tires Purchase	\$ 255,415	\$ 204,332			Capital	\$ 204,332								\$ 592,332	2010	Transit	
2	Chapel Hill	U-4727	Chapel Hill Transit Planning	\$ 951,250	\$ 761,000	UPWP/Plan	\$ 388,000	UPWP/Plan	\$ 373,000											
3	Chapel Hill	U-4727	Intersection & Traffic Study @ RAMS Plaza	\$ 100,000	\$ 80,000	UPWP/Plan	\$ 32,000	UPWP/Plan	\$ 48,000											
4	Chapel Hill	U-4726	P CH - Culbreth Rd: Cobble Ridge to Rosburn sidewalk	\$ 135,000	\$ 108,000	Constructio	\$ 108,000										\$ 108,000	2006	Pre-2009	
5	Chapel Hill	U-5119	NC 86/US 15-501 BRT improvements	\$ 565,000	\$ 452,000					Constructio	\$ 452,000						\$ 500,000	2010-2011	Local Discretionary	
6	Chapel Hill	xxxxxx	FCC Radio Communications (Upgrade fleet)	\$ 1,656,250	\$ 1,325,000			Capital	\$ 1,325,000											
7	Chapel Hill	xxxxxx	Morgan Creek Greenway Phase 2 - Chapel Hill	\$ 700,000	\$ 560,000			Constructio	\$ 560,000											
8	Chapel Hill	U-4726	IF Bolin Creek Stairs - Chapel Hill	\$ 125,000	\$ 100,000			Constructio	\$ 100,000								\$ 100,000	2010	Local Discretionary	
9	Chapel Hill	U-4726	F CH - Chapel Hill Sidewalks	\$ 400,000	\$ 320,000			Constructio	\$ 320,000								\$ 200,000	2007	Pre-2009	
10 and 12	Chapel Hill	U-4726	NC86/other locations Pedestrian Safety Improvements	\$ 375,000	\$ 300,000					Constructio	\$ 150,000						\$ 300,000	2009-2010	Local Discretionary	
11	Chapel Hill	U-4727	Greenways/Bike Ped Maps	\$ 30,000	\$ 24,000			UPWP/Plan	\$ 24,000								\$ 24,000	2009	Annual Reserve	
13	Chapel Hill	U-4726	Bolin Creek Greenway construction	\$ 937,500	\$ 750,000							Constructio	\$ 750,000				\$ 750,000	2010	Local Discretionary	
1	Durham	U-4445	NC 147 Bicycle/Pedestrian Bridge - Durham	\$ 500,000	\$ 400,000	Constructio	\$400,000										\$ 800,000	2009	Local Discretionary	
2	Durham	E-2921E	American Tobacco Trail Phase E - Durham, Durham County	\$ 1,680,000	\$ 1,344,000	Constructio	\$1,344,000										\$ 1,181,000	2009-2010	Regional Bike/Ped	
3	Durham	U-4726	Barbee Rd. (Orindo to Pearsontown Elem.) Sidewalk	\$ 19,600	\$ 15,680	Constructio	\$15,680										\$ 15,680	2009	Annual Reserve	
4	Durham	U-4726	DATA Sidewalk	\$ 19,800	\$ 15,840	Constructio	\$15,840										\$ 15,840	2009	Annual Reserve	
5	Durham	C-4928	Morreene Road - Bike/Ped Facilities (Neal to Erwin)	\$ 1,560,000	\$ 1,248,000	Planning	\$ 317,400	Constructio	\$930,600								\$ 1,248,000	2010	Local Discretionary	
6	Durham	U-4724	Cornwallis Road - Bike/Ped Facilities (S. Roxboro to University or C.H.)	\$ 2,395,000	\$ 1,916,000	Planning	\$ 340,500	Constructio	\$1,575,500								\$ 1,816,000	2010	Local Discretionary	
?	Durham	U-3804	Hillandale (I-85 to Carver) - Sidewalks	\$ 81,144	\$ 64,915	Constructio	\$64,915													
7	Durham	U-4726	O DUR - Carpenter Fletcher RD;Woodcroft- Alston bike impr.	\$ 142,740	\$ 114,192	Planning	\$ 17,129			Constructio	\$97,063						\$ 114,192	2008	Pre-2009	
7	Durham	U-4726	O Carpenter Fletcher - Bike/Ped Facilities (Woodcroft to Alston)	\$ 1,282,976	\$ 1,026,381	Planning	\$ 153,957			Constructio	\$872,424						\$ 1,026,381	2010	Local Discretionary	
8	Durham	U-4726	Avondale - Sidewalk (I-85 to Geer)	\$ 515,000	\$ 412,000					Constructio	\$412,000						\$ 412,000	2011	Local Discretionary	
9	Durham	U-4726	Cheek - Bike/Ped Facilities (Geer to Hardee)	\$ 695,000	\$ 556,000			Planning	\$83,400			Constructio	\$ 472,600				\$ 556,000	2011	Local Discretionary	
10	Durham	U-4726	K DUR - Hillandale:Club to I-85 5' sidewalk on both sides	\$ 165,484	\$ 132,387			Planning	\$19,858			Constructio	\$ 112,529				\$ 132,387	2008	Pre-2009	
11	Durham	U-4726	Hillandale - Bike/Ped Facilities (I-85 to Fulton)	\$ 1,150,000	\$ 920,000			Planning	\$138,000			Constructio	\$ 782,000				\$ 920,000	2011	Local Discretionary	
12	Durham	U-4726	G DUR - Holloway St sidewalks	\$ 157,106	\$ 125,685								Constructio	\$ 125,685			\$ 53,600	2006	Pre-2009	
1	LPA	U-4727	UPWP - staff and routine	\$ 5,176,492	\$ 4,141,193	UPWP/Plan	\$ 432,794	UPWP/Plan	\$ 662,709	UPWP/Plan	\$ 883,959	UPWP/Plan	\$ 699,526	UPWP/Plan	\$ 720,370	UPWP/Plan	\$ 741,836	\$ 4,141,193	2009-2015	Staff and Planning
2	LPA	U-4727	UPWP - ITS Deployment Plan Update	\$ 70,000	\$ 56,000	UPWP/Plan	\$ 56,000										\$ 56,000	2009	Extra Planning	
2	LPA	U-4727	UPWP - Bike/Ped (non-motorized trip)Model Development	\$ 175,000	\$ 140,000	UPWP/Plan	\$ 113,500	UPWP/Plan	\$ 26,500								\$ 140,000	2009	Extra Planning	
2	LPA	U-4727	UPWP - GIS Integration and Automation	\$ 200,000	\$ 160,000	UPWP/Plan	\$ 160,000										\$ 160,000	2009	Extra Planning	
2	LPA	U-4727	UPWP - Land Use Model Development	\$ 250,000	\$ 200,000	UPWP/Plan	\$ 200,000										\$ 200,000	2009	Extra Planning	
2	LPA	U-4727	UPWP - MPO Collector Street Plan	\$ 50,000	\$ 40,000	UPWP/Plan	\$ 40,000										\$ 40,000	2009	Extra Planning	
2	LPA	U-4727	UPWP - NC 54 Subarea Study	\$ 250,000	\$ 200,000	UPWP/Plan	\$ 150,000	UPWP/Plan	\$ 50,000								\$ 200,000	2009	Extra Planning	
2	LPA	U-4727	UPWP - Commercial Vehicle Study	\$ 125,000	\$ 100,000	UPWP/Plan	\$ 55,100	UPWP/Plan	\$ 44,900								\$ 100,000	2009	Annual Reserve	
3	LPA	U-4727	UPWP - GIS Integration Phase II	\$ 375,000	\$ 300,000					UPWP/Plan	\$ 150,000	UPWP/Plan	\$ 150,000				\$ 300,000	2010	Extra Planning	
4	LPA	U-4727	UPWP - Parking Study	\$ 125,000	\$ 100,000					UPWP/Plan	\$ 100,000						\$ 100,000	2009	Annual Reserve	
5	LPA	U-4727	UPWP - Transit Studies	\$ 750,000	\$ 600,000					UPWP/Plan	\$ 300,000	UPWP/Plan	\$ 300,000				\$ 600,000	2009	Extra Planning	
1	NC DOT	EB-4707	Old Durham-Chapel Hill Road - Chapel Hill, Durham	\$ 4,639,000	\$ 3,711,200	ROW	\$511,200	Constructio	\$3,200,000								\$ 2,542,000	2009-2010	Regional Bike/Ped	
				\$ 31,312,237	\$ 25,049,789		\$ 5,233,699		\$11,430,459		\$3,464,086		\$ 3,333,655		\$ 846,055		\$ 741,836			

The Following Projects Have Been Canceled at the Request of the Jurisdiction

cancel	Chapel Hill	TA-4726	Chapel Hill Transit - 5 Replacement Buses														\$ 1,650,000	2010	Transit
cancel	Chapel Hill	U-4726	M CH - Drainage gate replacement (NC 86)														\$ 8,000	2006	Pre-2009
cancel	Chapel Hill	EL-4995	Dry Creek Greenway - Chapel Hill														\$ 560,000	2008	Pre-2009
cancel	Chapel Hill	U-4726	Old Mason Farm Pedestrian Safety Improvements														\$ 120,000	2009	Local Discretionary
cancel	Chapel Hill	U-4726	Ephesus Church Road Sidewalk														\$ 72,232	2010	Local Discretionary

MEMORANDUM

To: Transportation Advisory Committee (TAC)
DCHC MPO

From: DCHC MPO Lead Planning Agency

Date: April 14, 2010

Subject: **Lead Planning Agency (LPA) Staff Report**

This memorandum provides a summary status of tasks for projects in the FY 2009-2010 Unified Planning Work Program.

- ✓ Indicates that task is complete.
- ✓ Indicates that task is ongoing or not complete.

2009-2010 Unified Planning Work Program (UPWP) – Projects

Comprehensive Transportation Plan (CTP)

- Draft CTP
- Public Input
- Recommended CTP
- Adopted CTP
- Technical report and implementation

NC 54/I-40 Corridor/Sub-Area Study

- ✓ Staff study initiation meeting
- ✓ Draft scope of services
- ✓ Agency review of scope and time
- ✓ Request for Proposal notice – October 2008
- ✓ Proposal due January 2009
- ✓ Consultant selected
- ✓ Contract negotiation underway
- ✓ Council contract approval May 18, 2009
- ✓ Notice to Proceed – June 2009
- ✓ Kickoff Meeting – July 2009
- ✓ Public Outreach Plan – August 2009
- ✓ Prepare Corridor / Subarea Community Profile – Dec 2009
 - Public Workshop #1 – Fall 2009
- ✓ Development and Evaluation of Scenarios – Apr 2010
 - Public Workshop #2 – Feb 25, 2010
- Transportation/Land Use Master Plan – June 2010
 - Public Workshop #3 – Spring 2010

- Documentation and Final Presentation – June 2010
- Study completion – June 2010

Commercial Vehicle/Freight Survey (TRM Service Bureau Project)

- ✓ Pilot study
- ✓ Obtain DMV records
- ✓ Finalize sample plan
- ✓ Begin survey mail out – Jan 2010
- ✓ Surveyor Training – Jan 2010
- Survey Data Collection – Jan through March 2010
- Data Processing/Geocoding – April 2010
- Weighting and Expansion – April 2010
- Analysis/Draft Report – May 2010
- Final Report/Draft Dataset – June 2010
- Presentation of Results – July 2010

GIS/Data Integration and Automation

- ✓ Phase I in progress
- ✓ Initial Kick of meeting and scan completed
- ✓ Initiation Workshop report completed
- ✓ Draft Requirement Assessment & Application Development Report - October 2008
- ✓ Needs Assessment Workshop
- ✓ Final Draft Needs Assessment Report
- ✓ Application Development Plan – Sept 09
- ✓ Application Plan/Algorithm for CMP – complete
- ✓ Application Plan/Algorithm for LRTP Tool – Oct 2009
- ✓ Application Plan/Algorithm for SE Data Tool – Oct 2009
- ✓ Supporting Hardware/Software Recommendation – complete
- ✓ Functional capability for TELUDE – Nov 2009
- Database Design – Feb 2010
- Database Design Document – Feb 2010
- Strategic Planning Document – Feb 2010
- TELUDE User's Handbook v1 – Mar 2010
- Hands-on Training – May 2010
- TELUDE Test and Evaluation Manual – July 2010
- Project Completion – Sept 2010

Land-use Model Development

- ✓ Multi-year project in progress
- ✓ Review of existing data and need/requirement analysis completed
- ✓ Land use data collection completed
- ✓ Development of Model specification Completed
- ✓ Model architecture and design completed
- Zone level model for Triangle Region v1
 - ✓ Database completion – Aug 09

- ✓ Initial model estimation – Sept 09
- ✓ Initial calibration – Oct 09
- 2035 model run – Jan 2010
- Installation and documentation – Feb 2010
- Parcel level model for DCHC
 - Initial database – Mar 2010
 - Initial model estimation – Apr 2010
 - Initial calibration – May 2010
 - 2035 model run – June 2010
- Installation and documentation – July 2010

Non-Motorized Model Development

- ✓ Phase 1 completed.
- ✓ Phase 2 underway
- ✓ Update and enhancement of Generation Choice Models – Sept 2009
- Revision and revalidation of Destination choice models – Mar 2010
- Development of improved Model Choice model – Jan 2010
- Prepare and implement new TransCAD routines to implement new models – Apr 2010
- Documentation, User’s manual, and training – Jun 2010
- Project completion date anticipated in July 2010

ITS Deployment Plan

- ✓ Two Triangle regional stakeholder coordination meetings held.
- ✓ Update of ITS short range strategies for the 2007-2013 TIP.
- ✓ Update of 2007-2010 ITS project – December 2006
- ✓ Request for funding from NCDOT
- ✓ Draft scope of services and Request for Proposals.
- ✓ Consultant selection in spring of 2008
- ✓ Notice to proceed in January 2009
- ✓ Scan of Best practices
- ✓ ITS Vision and goals
- ✓ Gap Assessment
- ✓ Development of ITS Architecture
- ✓ Development of ITS Cost Estimates and Cost database
- ✓ Development of Maintenance Plan
- ✓ Development of IDAS Model
- ✓ Integration & Streamlining of ITS with Transportation Planning.
- ✓ Strategic Deployment Plan
- ✓ Project Management
- ✓ Final Reports
- Completion of Project expected in winter of 2010.

MPO Collector Street Plan

- ✓ Supplemental Agreement with Kimley Horn and Associates
- ✓ Data collection underway
- ✓ Coordination with partner agencies to classify roads and identify collector streets

- Public review (possibly with Comprehensive Transportation Plan)
- Completion of study and integration with related plans and review processes

MPO Expansion for the next LRTP Update

- ✓ Approved February 2010. Expansion approved for Orange County. No expansion in Chatham County.

Public Outreach for the East End Connector Planning and Environmental Study

- ✓ LPA working on the Public Involvement and Outreach Program for the East End Connector Planning and Environmental Study (NEPA).
- ✓ Development of mailing list database complete.
- ✓ Received project schedule and time line from NCDOT.
- ✓ Newsletter distributed May 2006
- ✓ Speakers Bureau presentations June 2006 – ongoing
- ✓ First public meeting September 26, 2006
- ✓ Second public meeting – January 30, 2007
- ✓ Alternative 3 selected as LEDPA – June 19, 2007
- ✓ Ad Hoc Committee Meetings – August 9, 2007, August 27, 2007, September 19, 2007, October 10, 2007, November 7, 2007, December 5, 2007
- ✓ Third public meeting December 10, 2007, Orange Grove Missionary Baptist Church
- ✓ Environmental Assessment – signed December 2009
- ✓ Public meeting/hearing – March 25, 2010

Farrington Road/Stagecoach Road Corridor Study

- ✓ This study involved the following tasks:
 1. Data collection and analysis
 2. Traffic circulation plan (including a collector street system plan)
 3. Sub-area modeling analysis and forecast of future demand
 4. Alternative evaluation
 5. Recommendation
- ✓ Kimley Horn and Associates is the consultant
- ✓ Data collection underway
- ✓ Steering Committee proposed
- ✓ Completion of study expected in January
- ✓ Integration in the 2035 LRTP
- ✓ Draft report complete
- ✓ Presentation to TAC – March 2010

MPO Parking Survey and Study (postponed to FY 2011)

- Parking model specification
- Regional Coordination and planning
- Draft scope of services
- Request for Proposal notice
- Consultant selection
- Council contract approval
- Project commences

Contract Number: C200840 **Route:** NC-54
Physical Division: 5 **County:** Durham
Administrative Division: 5 **TIP Number:** R-2904, U-4026
Length: 6.363 miles **Federal Aid Number:** STP-54(5)
Resident Engineer: Jeffrey D. Allen, PE **RE Phone Number:** (919)733-9499
Location Description: NC-54 FROM SR-1999 IN DURHAM CO TO SR-1959 IN DURHAM CO & SR-1999 FROM SR-3014 IN WAKE CO TO NC-54 IN DURHAM CO.
Type of Work: WIDENING, GRADING, DRAINAGE, PAVING, SIGNALS & CULVERTS.
Contractor Name: C C MANGUM COMPANY LLC
Contract Amount: \$35,467,891.08 **Cost Overrun/Underrun:** 6.9%
Availability Date: 2/5/2007 **Letting Date:** 12/19/2006
Completion Date: 11/1/2009 **Work Began:** 2/19/2007
Revised Completion Date: 12/14/2009 **Estimated Completion:** 4/1/2010
Last Estimate Thru: 12/31/2009 **Scheduled Progress:** 100%
Last Estimate Paid: 1/14/2010 **Actual Progress:** 97.44%

Contract Number: C201487 **Route:** US-15
Physical Division: 5 **County:** Durham
Administrative Division: 5 **TIP Number:** B-3450, U-4009, U-4012
Length: 1.769 miles **Federal Aid Number:** BRSTP-1116(6)
Resident Engineer: Chad D. Hinnant **RE Phone Number:** (919)220-4680
Location Description: BRIDGES OVER SANDY CRK & TRIBUTARY & APPROACHES ON SR-1116, SR-1126 NEAR US-15/501 & SR-1116, US-15/501 AT MT MORIAH RD.
Type of Work: GRADING, DRAINAGE, PAVING, SIGNALS, AND STRUCTURES.
Contractor Name: DLB, INC DBA DLB INC (OF VA)
Contract Amount: \$18,810,912.36 **Cost Overrun/Underrun:** 3.71%
Availability Date: 10/1/2007 **Letting Date:** 8/21/2007
Completion Date: 8/1/2010 **Work Began:** 10/1/2007
Revised Completion Date: 8/3/2010 **Estimated Completion:** 9/3/2010
Last Estimate Thru: 2/28/2010 **Scheduled Progress:** 71.2%
Last Estimate Paid: 3/9/2010 **Actual Progress:** 69.79%

Contract Number: C201994 **Route:** NC-147
Physical Division: 5 **County:** Durham
Administrative Division: 5 **TIP Number:** U-4763B
Length: 4.2 miles **Federal Aid Number:** TIFIA-540(2)
Resident Engineer: Jason R. Peterson, PE **RE Phone Number:** (919)571-3000
Location Description: TRIANGLE PARKWAY FROM NC-540 IN WAKE CO TO I-40 IN DURHAM CO
Type of Work: GRADING, DRAINAGE, PAVING, SIGNALS, TOLL FACILITIES & STRS.
Contractor Name: S. T. WOOTEN CORPORATION
Contract Amount: \$137,446,000.00 **Cost Overrun/Underrun:**
Availability Date: 9/19/2008 **Letting Date:** 8/5/2008
Completion Date: 7/1/2011 **Work Began:** 8/3/2009
Revised Completion Date: **Estimated Completion:**
Last Estimate Thru: **Scheduled Progress:**
Last Estimate Paid: **Actual Progress:**

Contract Number: C202064 **Route:** SR-2028
Physical Division: 5 **County:** Durham
Administrative Division: 5 **TIP Number:** U-3309A
Length: 1.165 miles **Federal Aid Number:** STP-2028(4)
Resident Engineer: Cadmus Capehart, PE **RE Phone Number:** (919)840-0914
Location Description: SR-2028 (TW ALEXANDER DR) FROM CORNWALLIS RD TO EAST OF NC-147 IN DURHAM.
Type of Work: WIDENING, GRADING, DRAINAGE, PAVING & SIGNALS.
Contractor Name: THOMPSON CONTRACTING, GRADING, PAVING & UTILITIES, INC.
Contract Amount: \$6,502,648.68 **Cost Overrun/Underrun:** 0%
Availability Date: 2/1/2010 **Letting Date:** 12/15/2009
Completion Date: 8/15/2011 **Work Began:** 2/8/2010
Revised Completion Date: **Estimated Completion:** 8/15/2011
Last Estimate Thru: 2/28/2010 **Scheduled Progress:** 2.6%
Last Estimate Paid: 3/25/2010 **Actual Progress:** 3.77%

Contract Number: C202277 **Route:** I-40
Physical Division: 5 **County:** Durham
Administrative Division: 5 **TIP Number:** R-2000AF, R-5164B
Length: 3.56 miles **Federal Aid Number:** STM-540(15)
Resident Engineer: Jeffrey D. Allen, PE **RE Phone Number:** (919)733-9499

<p>Completion Date: 12/16/2010 Revised Completion Date: Last Estimate Thru: Last Estimate Paid:</p>	<p>Work Began: Estimated Completion: Scheduled Progress: Actual Progress:</p>
<p>Contract Number: C202496 Physical Division: 5 Administrative Division: 5 Length: 2.9 miles Resident Engineer: Chad D. Hinnant Location Description: 3 SECTIONS OF US-15/501 BUS AND 3 SECTIONS OF SECONDARY ROADS. Type of Work: MILLING & RESURFACING. Contractor Name: REA CONTRACTING A DIVISION OF THE LANE CONSTRUCTION CORPORAT Contract Amount: \$861,556.72 Availability Date: Completion Date: Revised Completion Date: Last Estimate Thru: Last Estimate Paid:</p>	<p>Route: US-15501 County: Durham TIP Number: R-5164C Federal Aid Number: STM-0015(30) RE Phone Number: (919)220-4680 Cost Overrun/Underrun: Letting Date: 1/19/2010 Work Began: Estimated Completion: Scheduled Progress: Actual Progress:</p>
<p>Contract Number: C202538 Physical Division: 5 Administrative Division: 5 Length: 22.96 miles Resident Engineer: Cadmus Capehart, PE Location Description: 1 SECTION OF US-70, 1 SECTION OF NC-55, 1 SECTION OF NC-751 & 13 SECTIONS OF SECONDARY ROADS. Type of Work: MILLING, RESURFACING & SHOULDER RECONSTRUCTION. Contractor Name: TRIANGLE GRADING & PAVING, INC Contract Amount: \$4,474,348.51 Availability Date: 3/15/2010 Completion Date: 12/16/2010 Revised Completion Date: Last Estimate Thru: Last Estimate Paid:</p>	<p>Route: NC-55, NC-751, SR-1118 SR-1357, SR-1404, SR-1615 SR-1641, SR-1646, SR-1656 SR-1670, SR-1671, SR-1901 SR-1954, SR-1955, SR-1981 US-70 County: Durham TIP Number: Federal Aid Number: RE Phone Number: (919)840-0914 Cost Overrun/Underrun: Letting Date: 1/19/2010 Work Began: 4/5/2010 Estimated Completion: Scheduled Progress: Actual Progress:</p>

ACTIVE NCDOT PROJECTS LOCATED IN ORANGE COUNTY - DCHC MPO

County	WBS #	Route	Location Description	Amount	Status
Orange	36945	SR 1010 (Franklin St.) @ Mallette St.	Upgrade traffic signal and install pedestrian signal heads REVISION: Install mast arm	\$110,000.00	Spending Authority FY '10-'11
Orange	41593	Union Street	Construct 750 feet of sidewalk and a crosswalk to connect Hillsborough Elementary School to SR 1156 (Nash St.)	\$32,000 (Statewide Contingency)	See U-4726 JA
Orange	42486	SR 1008 (Mt. Carmel Ch. Rd.) @ SR 1913 (Bennett Rd.)	Install solar powered flashers at both approaches to the intersection	\$10,000	Flashers operating 10/6/09
Orange	42501	US 15/501/NC54 (Fordham Blvd.) at SR 1900 (Old Mason Farm Rd.)	Construct bus pulloffs on both sides	\$140,000	FA const. to begin after compl. of sidewalks on U-4726 IE
Orange	42502	SR 1010 (Franklin St.) between Hillsborough St. and Plant Rd.	Replace deteriorated curb and gutter at several locations on both sides	\$30,000	Municipal Agreement to Town for execution 3/9/10; Const. FY '10-'11
Orange	42810	SR 1713 (Mt. Hermon Ch. Rd.) and SR 1710 (Old NC 10)	Install a flasher	\$15,000	Installation = 100% compl.
Orange	7CR.10681.15	NC 57 from joint north of SR 1544 (Pearson Rd.) to approx. 685' south of centerline of NC 157	Widening, resurfacing and pavement markings		S.T. Wooten Corp.- work resumed 3/15/10
Orange	7CR.10681.16 7CR.20681.16	NC 54 and 11 sections of secondary roads	Milling, resurfacing and shoulder reconstruction		S.T. Wooten Corp.- Pre-con. conf. 4/1/10; FA patching compl.
Orange	B-4216	SR 1002 (St. Mary's Road)	Replacement of Bridge # 66 over Stroud's Creek	\$800,000	Dane Const. Inc. began work 3/8/10
Orange	I-4716	I-40	Grind and reseal joints on I-40 from I-85 to Durham Co. (Patching spalls, Diamond grinding and slab repair added)	\$7.4 million	Safety Grooving & Grinding, L.P., Napoleon, Ohio - night work to begin 4/26/10
Orange	I-5142	I-85/I-40	Mill, resurface and install pavement markers and rumble strips from west of SR 1114(Buckhorn Road) to the I-85/I-40 interchange	\$8.60 million	C.C. Mangum Co., LLC; will begin work 7/12/10 and compl. all lanes in one direction by Dec.-lanes in other direction will be compl. by 7/15/11

ACTIVE NCDOT PROJECTS LOCATED IN ORANGE COUNTY - DCHC MPO

Orange	42170 SS- 4907 T 42204.2 42204.1	SR 1710 (Old NC 10) @ NC 86	Construct a right turn lane on SR 1710 and install a traffic signal	\$215,000	Design underway; minor R/W & utility relocation; Const. FY '10-'11
Orange	42171 SS- 4907 U 42205.2 42205.1	SR 1710 (Old NC 10) @ SR 1713 (Mt. Herman Church Road)	Improve sight distance on SR 1710 by lowering the crest vertical curve on the westbound approach to the intersection	\$300,000	Design underway; Const. FY '10-'11
Orange	42423.3 42423.1 SS -4907V	SR 1005 (Old Greensboro Rd.) @ SR 1951 (White Cross Rd.)	Realign intersection	\$165,000	Survey compl. & Design underway; Const. FY '10-'11; flasher has been installed by separate project
NCDOT PROJECTS CURRENTLY IN 12 MONTH LETTING LIST					
County	TIP #	Route	Location Description	TIP Est.	Est. Let Date
Orange	R-5200	NC 86	Widen for 2' paved shoulders from SR 1730 (Whitfield Rd.) to south of SR 1710	\$950,000.00	Letting not scheduled
Orange	U-0624	NC 86 (S. Columbia St.)	Corridor upgrade including Bicycle lanes from SR 1906 (Purefoy Rd.) to SR 1902 (Manning Dr.)	\$4.30 million	Nov. 2011
Orange	U-3306	SR 1733 (Weaver Dairy Rd.) from NC 86 to SR 1734 (Erwin Rd.)	Grading, drainage, paving, signals, curb and gutter	\$13.4 million	July 20, 2010

ACTIVE NCDOT PROJECTS LOCATED IN ORANGE COUNTY - DCHC MPO

County	WBS #	Route	Location Description	Amount	Status
Orange	B-5191A	Various	Repairs to Bridge expansion joints (Bridge #6 on US 70 Bus. over the Eno River)	\$40,000	ARRA- Applied Polymeric, Inc.- compl. 1/28/10
Orange	EL-4601	Morgan Creek Greenway	Construct Greenway	\$940,000	ARRA- Sullivan Eastern work 3/12/10
Orange	EL-5103	Carrboro	Construct bus shelters at 4 locations	\$48,296	ARRA- WC Construction - Pre-con. conf. 4/9/10- work has not begun
Orange	ER-5100 GE	US 15-501@ SR 1734 (Erwin Rd./Europa Dr.)	Plantings	\$65,000	ARRA -Plymouth Nursery and Landscaping - work has not begun
Orange	I-5138	I-85	Mill, resurface, and overlay from I-85/I-40 split to Bridge over SR 1006 (Orange Grove Rd.)	\$2.0 million	ARRA-Rea Contracting, LLC; Night work began 4/6/10
Orange	R-5178A	NC 57	Widen for two foot paved shoulders and resurface from NC 86 to SR 1544 (Pearson Road)	\$1.0 million	ARRA-Riley Paving, Inc.; Pre-con. conf. 3/31/10- work has not begun
Orange	R-5178B	NC 86 (S. Columbia St.) from SR 1010 (Franklin St.) to Cameron Ave.	Mill, resurface, and replace curband gutter	\$200,000.00	ARRA-Eastern Services, LLC dba Raleigh Paving to be compl. by 8/13/10
Orange	U-3100B	SR 1107 (Old Fayetteville Rd.) from NC 54 to SR 1106 (Stroud Lane)	Safety Improvements (Bicycle, Pedestrian, and Transit Accommodations)	\$1.8 million	ARRA-Atwell Const. Co., Inc., Greenville, NC; work began 3/3/10-3.29% compl.
Orange	U-4704	Chapel Hill-Carrboro	Computerized Traffic Signal System	\$5.175 million	ARRA-Brooks Berry Haynie & Assoc., Inc.; Mableton, Ga.; work began 2/8/10
Orange	U-4726 DA	Carrboro	Construct sidewalk on Ashe St. from W. Main St. to Shelton St.	\$284,176.00	ARRA- Centurion Construction Co. ; Pre-con. conf. 2/8/10-no work underway
Orange	U-4726 DB	Carrboro	Construct sidewalk on Bim St. from SR 1005 (Jones Ferry Rd.) to Fidelity St.	Combined w/ U-4726 DA	ARRA-Centurion Construction Co.; Pre-con. conf. 2/8/10-Drainage work began 3/22/10

ACTIVE NCDOT PROJECTS LOCATED IN ORANGE COUNTY - DCHC MPO

Orange	U-4726 GA	Twin Creeks Park Greenway	Linear park: 10' multi-use asphalt trail including bridge over Jones Creek	\$429,457.00	ARRA- McQueen Construction began clearing and grubbing work 2/22/10
Orange	U-4726 IA	Chapel Hill	ADA ramps at selected locations	\$53,924.00	ARRA- Econ International began work 2/15/10; 75% compl.-all WCR to be installed per NCDOT Std.
Orange	U-4726 IB	Chapel Hill	Raised crosswalks/traffic calming	\$65,189.00	ARRA -Turner Asphalt ; no work underway
Orange	U-4726 IC	Chapel Hill	Pedestrian safety improvements (refuge islands @ 7 locations)	\$370,014.80	ARRA-Econ International; work beagn 2/16/10
Orange	U-4726 ID	Chapel Hill	Install in-street pedestrian lighting	\$0.00	ARRA-Project voided by request of Town; funds redistributed to other Town projects
Orange	U-4726 IE	Chapel Hill	Sidewalk construction on US 15-501/NC54 from SR 1902 (Manning Dr.) to Old Mason Farm Rd.	\$142,613.00	ARRA- Holmes Contracting began drainage, curb and gutter on 2/8/10; Supplemental construction agreement will be needed
Orange	U-4726 JA	Hillsborough	Construct sidewalks	\$1,034,110.00	ARRA, STP-DA, & Contingency - S.T. Wooten Corp. began clearing and grubbing and erosion control on 3/1/10
NCDOT PROJECTS CURRENTLY IN 12 MONTH LETTING LIST					
County	TIP #	Route	Location Description	TIP Est.	Est. Let Date
Orange	TA-5117		Two 28' light transit vehicles w/ wheelchair lift	\$183,200.00	ARRA Letting by County TBD