

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

**October 24, 2012
9:00 am**

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

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

CONSENT AGENDA

**4. Approval of September 26, 2012 TCC Meeting Minutes
Attachment 4**

A copy of the September 26, 2012 minutes is enclosed as Attachment 4.

TCC Action: Approve minutes of the September 26, 2012 TCC meeting.

**5. MPO Boundaries and Organization
Attachment 5, 5A, 5B, 5C, 5D
Ellen Beckmann, LPA Staff**

The TCC discussed the MPO boundary and organization at the September meeting, and recommended that the TAC approve a planning area boundary (Attachment 5A) and agreements with the Capital Area MPO and Burlington-Graham MPO (Attachments 5C and 5D). In addition, the TCC supported the development of an agreement with the Kerr-Tar RPO. LPA staff deferred TAC consideration of this to allow Mebane to formally take a position. The City of Mebane has since formally taken the position to support the proposed boundary.

In addition, to the planning boundary and agreements, NCDOT has asked for formal TAC approval of the Smoothed Urbanized Area (Attachment 5B).

TCC Action: Recommend approval of the 2010 Durham Smoothed Urbanized Area. Recommend approval of the DCHC MPO Metropolitan Planning Area. Recommend approval of an agreement with the Capital Area MPO regarding planning boundaries.

ACTION ITEMS

6. 2040 Metropolitan Transportation Plan (MTP), Comprehensive Transportation Plan (CTP)

Attachment (to be posted prior to meeting)

Andy Henry, LPA Staff

Yanping Zhang, LPA Staff

At their October 2012 meeting, the TAC voted to release the Preferred Option and draft Comprehensive Transportation Plan (CTP) for public comment with the following conditions:

- Correct the stated bus hours from the county bus and rail transit plans;
- In the final report, explain that managed lanes will undergo further study and could ultimately be designated as toll, HOV or HOT lanes; and,
- Review the Orange County population and employment guide totals, which some TAC members regarded as too high.

The next steps in the long-range plan process include:

- Public comment period – October 11, 2012 to December 12, 2012;
- Conduct public hearing – November TAC;
- Approve 2040 MTP and CTP, and release Air Quality Conformity document; -- December TAC; and,
- Adopt 2040 MTP and Air Quality Conformity Analysis – April 2013 TAC.

Staff will review current activities related to the long-range plans such as:

- Coordination with the Capital Area MPO (CAMPO) and CommunityViz process to create a Triangle Regional Model (TRM) for the draft plans to be approved in December 2012 and used for air quality conformity; and,
- Create more useful performance indicators for transit.

TCC Action: Provide comments on development of draft 2040 Metropolitan Transportation Plan (MTP) and Comprehensive Transportation Plan (CTP).

7. Public Involvement Policy

Attachment 7, 7A

Ellen Beckmann, LPA Staff

The one corrective action from the 2011 MPO Certification Review was for the MPO to update our Public Involvement Policy to include a robust Environmental Justice section. The Environmental Justice section should include how the MPO will outreach to non-English speaking populations and conduct a four-factor analysis for the Limited English Proficiency (LEP) population. Attachment 7 is a memo on this item. The update of the Public Involvement Policy will document our compliance with Title VI. The TAC held a public hearing on this at the October 10, 2012 TAC meeting. No comments have been received from the public. Attachment 7A is LPA staff's recommended final version of the Public Involvement Policy.

TCC Action: Recommend approval of the Public Involvement Policy

8. STPDA Schedule Changes

Attachment 8, 8A, 8B

Ellen Beckmann, LPA Staff

LPA staff has prepared a report showing the current status of STPDA obligations. Attachment 8 is a memo describing this item. Attachment 8A is the full STPDA database tables. Attachment 8B is a table of obligations for FY 2012 and 2013 projects as of September 27, 2012.

TCC Action: Discuss making a recommendation for FY 2012 STPDA projects that have not been obligated.

REPORTS FROM STAFF:

9. Reports from Staff

Attachment 9

Felix Nwoko, LPA Staff

TCC Action: Receive Report from staff

10. Report from the Chair

No attachment

Mark Ahrendsen, TCC Chair

TCC Action: Receive Report from TCC Chair

11. NCDOT Report

Attachment 11

Wally Bowman, Division 5 – NCDOT

Mike Mills, Division 7 – NCDOT

Julie Bollinger, Transportation Planning Branch – NCDOT

David Bender, Public Transportation Division – NCDOT

Kelly Becker, Traffic Operations – NCDOT

INFORMATIONAL ITEMS:

12. NCDOT Statewide Comprehensive Pedestrian and Bicycle Plan

Please visit www.walkbikenc.com to provide input for this plan.

Adjourn

Next meeting: November 28, 2012

44 Mark Ahrendsen, TCC Chair, called the meeting to order at 9:06 a.m. The Alternate Voting
45 Members were identified and indicated above.

46 **PRELIMINARIES:**

47 **Adjustments to the Agenda**

48 There were no adjustments to the agenda.

49 **Public Comments**

50 There were no public comments.

51 **ACTION ITEMS:**

52 **Approval of August 22, 2012 TCC Meeting Minutes (Attachment 4)**

53 A motion was made by Felix Nwoko and seconded by Liz Rooks to approve the August 22,
54 2012 TCC Meeting Minutes. The motion carried unanimously.

55 **2040 Metropolitan Transportation Plan (MTP), Comprehensive Transportation Plan (CTP)**
56 **(Attachments posted on the website)**

57
58 Andy Henry provided an introduction and update for the 2040 Metropolitan Transportation
59 Plan (MTP), Comprehensive Transportation Plan (CTP).

60 Mr. Henry recommends using the All-In-Transit concept. During the two month public input
61 period, Mr. Henry will get together with Durham City-County Planning to confirm the number for
62 land use. We will be using the May 2011 population forecast because there was a large difference in
63 population, and we don't have time to review it to find out why there is such a difference. We will be
64 adjusting the mix of multi-family residential.

65 Mr. Henry reviewed the changes to the highway projects. There will be four new projects
66 from Chapel Hill: Estes Drive, Fordham Boulevard superstreet, Mt. Carmel Church Road, and Old
67 Lystra Road.

68 Mr. Henry reviewed the transit projects. Mr. Henry moved the Regional Rail Transit to 2024
69 due to delays with Wake County. Additions to the county plans are Bus Rapid Transit on the US 15-

70 501 corridor with an \$88 million dollar cost estimate (\$22 million will have to come from the sales tax
71 and other local tax proceeds, \$22 million from the state and \$44 million from federal). David Bonk
72 stated the cost of the Bus Rapid Transit on MLK is higher than what is in the county plan due to
73 misconceptions. Andy Henry asked if anything is going to change on the modeling side and Mr. Bonk
74 stated no they just need to figure out how it is going to be implemented.

75 Mr. Henry discussed the CTP projects. Staff is not sure about what CAMPO will include. John
76 Hodges-Copple stated they haven't decided yet. Ellen Beckmann stated that NC86 north of
77 Hillsborough is not included for widening in the CTP, and pointed out that this implies that we do not
78 support its designation as an four-lane expressway in the Strategic Highway Corridors plan.

79 Mr. Henry discussed the funding issues. John Hodges-Copple suggested telling the TAC what
80 funds Charlotte received and when they received it. It is easier to change the Mobility Fund formula
81 than getting additional funds. We need to make sure the TAC understand the impacts of their
82 decision. Mark Ahrendsen stated to note the magnitude of the impact if the funds are not provided.
83 Mr. Henry stated he will make explicit slides for the TAC on the issues and options. John Hodges-
84 Copple stated we are trying to be very clear that you can't squash the revenue stream and still get all
85 the projects funded. We need to be very clear to the TAC. Mr. Henry stated CAMPO will show a
86 reduction of funds from traditional revenues. John Hodges-Copple stated that CAMPO rural
87 members do not support Pennies for Progress. Jeff Brubaker asked if revenue from parking pricing
88 programs assumed anywhere, and Mr. Henry stated it could be done, but he doesn't think it will be
89 much money. Mr. Henry stated the funding for transit assumed higher sales tax growth rates.

90 John Hodges-Copple stated everyone needs to check the spreadsheet for yearly balances
91 available. We shouldn't leave any money on the table. Mr. Hodges-Copple suggested extending the
92 LRT from Alston Avenue to Briggs Avenue headed toward the RTP. Patrick McDonough wants URS to
93 look at the cost.

94 David Bonk suggested considering an additional sales tax for transit in the future to be
95 considered by the TAC in addition to other funding sources. John Hodges-Copple stated that some
96 places have a 1% sales tax for transit. Mr. Bonk suggested after opening the first phase, maybe after
97 2028, there would be interest in an additional tax. Andy Henry would want to show projects that
98 would be funded with the tax increase. Mark Ahrendsen stated we should be consistent with our
99 expectations of the state share.

100 Jeff Brubaker stated they don't have good modeling results for an extension in Orange
101 County. After an extensive discussion, Patrick McDonough stated the model is extremely sensitive to
102 competing bus services.

103 A motion was made by Felix Nwoko and seconded by Pierre Osei-Owusu to recommend that
104 the TAC release the Preferred Option for public comment. John Hodges-Copple asked if the
105 preferred option includes the extension from Alston Avenue to Briggs Avenue. Andy Henry stated it
106 does include the extension from Alston to Briggs; the CTP includes the extension of the LRT to
107 Raleigh and extending the LRT in Orange County up to Eubanks; extension of the commuter rail to
108 Mebane, adding the modernization projects from Chapel Hill, and Lake Hogan Farms. The motion
109 carried unanimously.

110 **FY 2014-2020 Draft State Transportation Improvement Program (Attachments 6, 6A, and 6B)**

111 Ellen Beckmann provided an introduction and update for the FY 2014-2020 Draft State
112 Transportation Improvement Program, along with the attachments.

113 Felix Nwoko asked if we have to start the development of the TIP prior to the one-on-one
114 meetings and Ellen Beckmann said yes. Ms. Beckmann stated we will be releasing this as our Draft
115 TIP and we can leave the public comment period open to allow more time for the local governments
116 to review and respond. We will adopt our final TIP in the spring.

117 David Bonk suggested having a TIP subcommittee meeting to discuss schedules, process, and
118 other issues that arise. Felix Nwoko stated we want consistency between the TIP and MTP.

119 A motion was made by Felix Nwoko and seconded by Pierre Osei-Owusu to recommend the
120 TAC release the draft STIP for public comment and schedule a public hearing at the November TAC
121 meeting and leave the public comment period open. The motion carried unanimously.

122 **MPO Boundaries and Organization (Attachments 7 and 7A)**

123 Ellen Beckmann provided an introduction and update for the MPO Boundaries and
124 Organization, along with the attachments.

125 Ms. Beckmann provided an update on the Orange County boundary issue. Orange County
126 supported the boundary adjustment, and Mebane has not made a decision yet. However, we hear
127 from their staff that they are in support of the adjustment. This will require a letter of agreement
128 between the two MPOs that we will be planning for part of the Burlington Urbanized Area.

129 Ms. Beckmann stated the recommendation for Orange County is that TCC recommends the
130 boundary adjustment on the map, and creating a resolution with Burlington-Graham stating we will
131 plan for their area, and how we will formalize our coordination.

132 Ms. Beckmann stated for Butner, Granville County and Roxboro, Person County we could do
133 a similar agreement with the local jurisdiction or RPO which will formalize our coordination. We will
134 also be revising our MOA with CAMPO that says we will continue to plan for part of their urbanized
135 area that is in our MPO. Felix Nwoko suggested having a MOA with CAMPO, BG-MPO, KTRPO, and
136 TARPO.

137 A motion was made by Felix Nwoko and seconded by Liz Rooks to recommend adjustments
138 to the MPO boundary, renew the CAMPO agreement and agreements with neighboring planning
139 organizations. The motion carried unanimously.

140 **City of Durham – STPDA Funding Request – U-4716B Sidewalk on Church Street (Attachment 8)**

141 Ellen Beckmann provided an introduction for the City of Durham – STPDA Funding Request –
142 U-4716B Sidewalk on Church Street, along with the attachment.

143 John Hodges-Copple appreciates that the City of Durham wants to save money but the
144 STPDA funds should be for regional scale projects.

145 A motion was made by Felix Nwoko and seconded by Jeff Brubaker to recommend TAC
146 allocate \$36,000 of STPDA in FY 2013 for sidewalks associated with U-4716B and defer any
147 recommendations on the policy pending a subcommittee meeting and recommend to the TCC. The
148 motion carried with (3) opposing.

149 **MPO Board Ethics Requirements (Attachments 9, 9A, and 9B)**

150 Ellen Beckmann provided an update on the MPO Board Ethics Requirements, along with the
151 attachments.

152 **TCC Consent Agenda (No attachment)**

153 Ellen Beckmann provided an introduction for the TCC Consent Agenda. LPA staff should send
154 their items to the TCC Chair and Vice Chair for the consent agenda. Jeff Brubaker suggested checking
155 the bylaws.

156 **REPORTS FROM STAFF:**

157 **Reports from Staff (Attachment 11)**

158 The Reports from Staff is attached for review. David Bonk asked if the Congestion
159 Management Report is still scheduled to be published this fall and Felix Nwoko stated yes.

160 **Report from the Chair (No attachment)**

161 There was nothing to report from the Chair.

162 **NCDOT Report (Attachment 13)**

163 Joey Hopkins, NCDOT Division 5, stated that the Hillandale Road project is slightly behind
164 schedule, but the contractor hopes he will be done in October. The bridge replacement over Campus

165 Drive on Main Street will close the bridge after the school closure next spring and hopefully open
166 before school opens. There are right-of-way meetings on the East End Connector being held by a law
167 firm with the property owners.

168 Patrick Wilson, NCDOT Division 7, stated the report is attached.

169 **INFORMATIONAL ITEMS:**

170 **NCDOT Statewide Comprehensive Pedestrian and Bicycle Plan**

171 Please visit www.walkbikenc.com to provide input for this plan.

172 **FY 2013 UPWP Amendment Schedule (Attachment 15)**

173 The FY 2013 UPWP Amendment Schedule is attached for review.

174 **FY 2013-2014 UPWP Development Schedule (Attachment 16)**

175 The FY 2013-2014 UPWP Development Schedule is attached for review.

176 **Adjournment**

177 There being no further business before the Technical Coordinating Committee, the meeting
178 was adjourned at 11:49 a.m.

MEMORANDUM

TO: Technical Coordinating Committee (TCC)

FROM: Lead Planning Agency

DATE: October 24, 2012

RE: MPO Boundary and Organization

With the release of the 2010 Census, the DCHC MPO has been re-examining the MPO's planning area. LPA staff has developed a recommended Smoothed Urbanized Area. The TCC has considered adjustments to the MPO's planning area in the following areas:

- Mebane-Orange County
- Butner-Granville County
- Chatham County

At the September meeting, the TCC recommended making boundary adjustments in the Mebane-Orange County area only at this time and pursuing memoranda of agreement with the Burlington-Graham MPO and Kerr-Tar RPO. The TCC also recommended renewing the memorandum of agreement with the NC Capital Area MPO.

LPA staff also recommends creating a new MOU for the MPO to reflect current planning requirements and changes associated with the member cost-sharing proposal. Due to the 2040 MTP/CTP workload, LPA staff plans to bring this back to the TCC in early 2013.

DCHC MPO Smoothed Urbanized Area

The 2010 Census released new urban area boundaries in the spring of 2012. Durham's Urbanized Area included a modest expansion. The new Urbanized Area boundary is fully contained within the DCHC MPO boundary approved in 2009 so MPO expansion is not required. Federal law requires that MPO boundaries include the entire Urbanized Area boundary.

For the 2010 Census, MPOs were given the option to create a Smoothed Urbanized Area. Previously, this step was required because the Federal Functional Classification system distinguished between rural and urban roads and it was helpful to smooth the Urbanized Area to correspond to road alignments. The Federal Functional Classification systems have since been merged with no distinction between rural and urban roads. As a result, MPOs are not required to create a Smoothed Urbanized Area in 2010. The Smoothed Urbanized Area has no effect on planning or funding.

LPA staff created a Smoothed Urbanized Area to make it more clear which roads effectively define the area of urban traffic and to pick up urban areas missed by the Census (for example,

the Treyburn Industrial Park). The LPA staff's proposal generally makes the irregular Census-defined boundary better fit road alignments, geographic features, and neighborhood boundaries while taking in urban land uses. LPA Staff reviewed the proposed boundary with NCDOT and FHWA staff in June. See Attachment 5B for a map.

DCHC MPO Metropolitan Planning Area

Federal legislation requires that an MPO's metropolitan planning area (MPA) contain, at a minimum, the entire Urbanized Area, as defined by the U.S. Census. The legislation also states that the MPA should contain the area beyond the Urbanized Area that is expected to be urbanized within the next twenty years or that is affected by urban policies and influence. Inclusion of the area that is expected to be urbanized within the next twenty years or that is influenced by urban policies is up to the MPO and the local governments' discretion.

The DCHC MPO does not need to expand the MPA following the 2010 Census because the Census-defined Urbanized Area is fully contained within the MPO's current boundary. However, the MPO has the option to expand or make adjustments as needed to ensure that our boundary includes all areas expected to be urbanized over the next 20 years or influenced by urban policies. There are three areas where the TCC considered adjusting or expanding the MPA.

Mebane-Orange County

In 2009-2010, the MPO expanded the MPA to include areas along the I-85/I-40 corridor in western Orange County up to the Burlington-Graham MPO MPA. This expansion was supported by the Orange County Commissioners and was approved by the Governor (through NCDOT) as required by federal legislation. The justification for this expansion was that the area was in the Orange County Economic Development Zone so it is expected to become urbanized, and that Orange County desired to have their jurisdiction in this area represented by the DCHC MPO. At the time, Orange County did not have membership in the BGMPO although the BGMPO did include portions of Mebane and Orange County. The boundaries of the expansion were drawn to follow Traffic Analysis Zones (TAZs) which are large in this part of the county.

In 2010, DCHC MPO and NCDOT staffs were surprised to learn that the BGMPO MPA used for mapping for our expansion was not their officially approved boundary. Several years ago, LPA staff received a GIS file from the BGMPO that was not their officially approved boundary. This had been inadvertently used by the MPO and NCDOT to represent the BGMPO boundary. Due to this discrepancy, there is currently some overlap between the BGMPO's boundary and the DCHC MPO's boundary. This overlap must be corrected.

During discussions with the BGMPO, Orange County, Mebane, and NCDOT, other issues related to this area have risen to attention. The Economic Development Zone along I-85/I-40 will receive utility services from Mebane according to a recently adopted water-sewer agreement,

and Mebane is expected to annex portions of the area as it develops. Mebane has expressed an interest in only being a member of one MPO.

In addition, the 2010 Census Urbanized Area boundary for Burlington was extended north and east into the DCHC MPO's MPA. Federal regulations require that this area be included in a MPO. It could be in a neighboring MPO as long as there is agreement between the two MPOs on the planning jurisdiction for this area (this situation also applies to the Durham and Raleigh Urbanized Areas that cross the Durham-Wake county line and Chatham-Wake county line).

There has been much discussion of this issue between LPA staff, BGMPO, Orange County, Mebane, and NCDOT recently. At the August TAC meeting, the TAC requested that the BGMPO defer action on making any adjustments to their boundary until after Mebane and Orange County have had the opportunity to discuss the issue. The TAC also expressed interest in keeping the DCHC MPO boundary close to where it currently is and developing an agreement with the BGMPO.

Proposed boundaries for the BGMPO and DCHC MPO have been developed by the TCC. Attachment 5A shows these boundaries. The DCHC MPO's boundary would be close to where it is today with a small addition and small deletion near I-40/85 and US 70. The area between Buckhorn Road, Yarborough Road, Mebane Oak Road, and Mt. Willing Road would be deleted from the DCHC MPO. This would better align the DCHC MPO's boundary with the boundaries of the TAZs in the area that are expected to urbanize within the next 20 years. At their September 18, 2012 meeting, the Orange County Board of Commissioners approved the proposed boundary. The City of Mebane has also endorsed the proposed boundary.

The TCC recommends developing a memorandum of agreement the BGMPO that formally identifies how we will coordinate with each other. Potential topics for this MOA include commitments to:

- Including MPO staff in TCC and TAC meeting notification email lists
- Requesting MPO staff participation on planning studies that affect the area near the MPO boundaries, such as corridor studies, project-specific feasibility studies, etc.
- Using common socio-economic forecasts for Orange County in each MPO's modeling and MTP/CTP. (Should we provide details for how this forecast is to be developed, i.e. CommunityViz, with input from Orange County and municipal staffs?)
- Coordinating air quality conformity for Orange County so that both MPOs avoid conformity or plan lapses

The MPA could also be adjusted in the remainder of Orange County outside of the Mebane area as all of Orange County could be considered to be influenced by urban policies. However, Orange County staff has not expressed an interest in any changes in the rest of the county. It does not appear that any areas outside of the MPA are expected to urbanize over the next 20 years according to current land use plans and socio-economic forecasts.

Butner-Granville County

The Butner and Creedmoor area is a Census defined Urban Cluster. The boundary of this Urban Cluster partially abuts the Durham-Granville county line and I-85 bisects it. I-85 and the Tar River mark the Capital Area MPO's northern boundary. Creedmoor is currently a member of the Capital Area MPO and has expressed a desire to remain a member of CAMPO. Butner and Creedmoor do not necessarily need to be included in a MPO or need to be included in the same MPO/RPO.

DCHC MPO, CAMPO, and KTRPO staffs presented at the August Butner Town Council meeting. At their September 6, 2012 meeting, the Butner Town Council decided to remain a member of the Kerr-Tar RPO. NCDOT's policy is that they will not approve MPO expansions in areas outside of the urbanized area if the local jurisdiction is not supportive. As a result, the DCHC MPO cannot consider expansion to Butner at this time.

The TCC recommends developing a memorandum of agreement with the Kerr-Tar RPO that formally identifies how we will coordinate with each other. Potential topics for this MOA include commitments to:

- Including RPO and MPO staff in TCC and TAC meeting notification email lists
- Requesting RPO and MPO staff participation on planning studies that affect the area near the MPO boundary, such as corridor studies, project-specific feasibility studies, etc.
- Using common socio-economic forecasts for Granville County in the MPO's modeling, the MPO's MTP/CTP, and the County or RPO's CTP.
- Coordinating air quality conformity for Granville County so that the DCHC MPO, NC Capital Area MPO, and Triangle non-attainment area avoids conformity or plan lapses

Chatham County

The MPA could be adjusted in Chatham County if desired. In 2009, the MPO approved a modest expansion to have the boundary follow TAZs. However, the Governor (through NCDOT) did not approve this expansion since the Chatham County Board of Commissioners was not supportive. The TCC does not recommend pursuing adjustments in Chatham County at this time. Chatham County has had very little participation on the TAC, and two of the county's planners recently left their positions. The TCC recommends reconsidering the issue at a time when Chatham County is better able to participate in MPO activities.

The TCC also recommends developing a memorandum of agreement with the Triangle Area RPO that formally identifies how we will coordinate with each other. Potential topics for this MOA include commitments to:

- Including RPO and MPO staff in TCC and TAC meeting notification email lists

- Requesting RPO and MPO staff participation on planning studies that affect the area near the MPO boundary, such as corridor studies, project-specific feasibility studies, etc.
- Using common socio-economic forecasts for Chatham County in the MPO's modeling, the MPO's MTP/CTP, and the County or RPO's CTP.
- Coordinating air quality conformity for Chatham County so that the DCHC MPO, NC Capital Area MPO, and Triangle non-attainment area avoids conformity or plan lapses

Roxboro-Person County

The TCC briefly discussed the option of expanding to Roxboro and Person County at their meeting. The consensus was that expansion was not desired at this time. Reasons discussed included the distance between Roxboro and Durham, and that the MPO would not receive additional federal funding for the additional responsibilities that the MPO would be required to take on. When this was presented to the TAC in August, there was not consensus to pursue expansion to Roxboro and Person County.

The TCC recommends developing a memorandum of agreement the Kerr-Tar RPO that formally identifies how we will coordinate with each other. Potential topics for this MOA include commitments to:

- Including RPO and MPO staff in TCC and TAC meeting notification email lists
- Requesting RPO and MPO staff participation on planning studies that affect the area near the MPO boundaries, such as corridor studies, project-specific feasibility studies, etc.
- Using common socio-economic forecasts for Person County in the MPO's modeling, the MPO's MTP/CTP, and the County or RPO's CTP. (Should we provide details for how this forecast is to be developed, i.e. CommunityViz, with input from Person County and municipal staffs?)
- Coordinating air quality conformity for Person County so that the DCHC MPO, NC Capital Area MPO, and Triangle non-attainment area avoids conformity or plan lapses.

Memoranda of Agreement with the NC Capital Area MPO

The DCHC MPO and CAMPO have two agreements. One agreement was approved in 2005 for the division of planning responsibilities for the portions of the Durham and Raleigh Urbanized Areas that cross the county line. The second agreement was approved in 2006 that established how the two MPOs will coordinate and hold joint meetings.

NCDOT has requested that MPOs renew agreements regarding the transfer of planning responsibilities for urbanized areas. A sample resolution has been provided by NCDOT for this. This could be renewed at the Joint TAC meeting on October 31, 2012.

The agreement establishing how the MPOs will coordinate and hold joint meetings may also be revised and approved. Although there are aspects of this MOA that have since proved to be impractical or cumbersome, the TCC does not recommend pursuing changes to this at this time unless directed by the TAC or Joint TAC.

DCHC MPO Memorandum of Understanding

The DCHC MPO's current MOU was signed in 1993. It includes many references to outdated state and federal legislation. While it is not necessary to revise the MOU every time legislation is passed, it would be appropriate to occasionally update the document to reflect current practices and requirements.

There are aspects of the MOU that there may be a desire to revise including:

- Updated references to federal and state legislation
- Weighted voting to reflect current population figures
- Responsibilities of member agencies (may want to add the payment of local match fees)

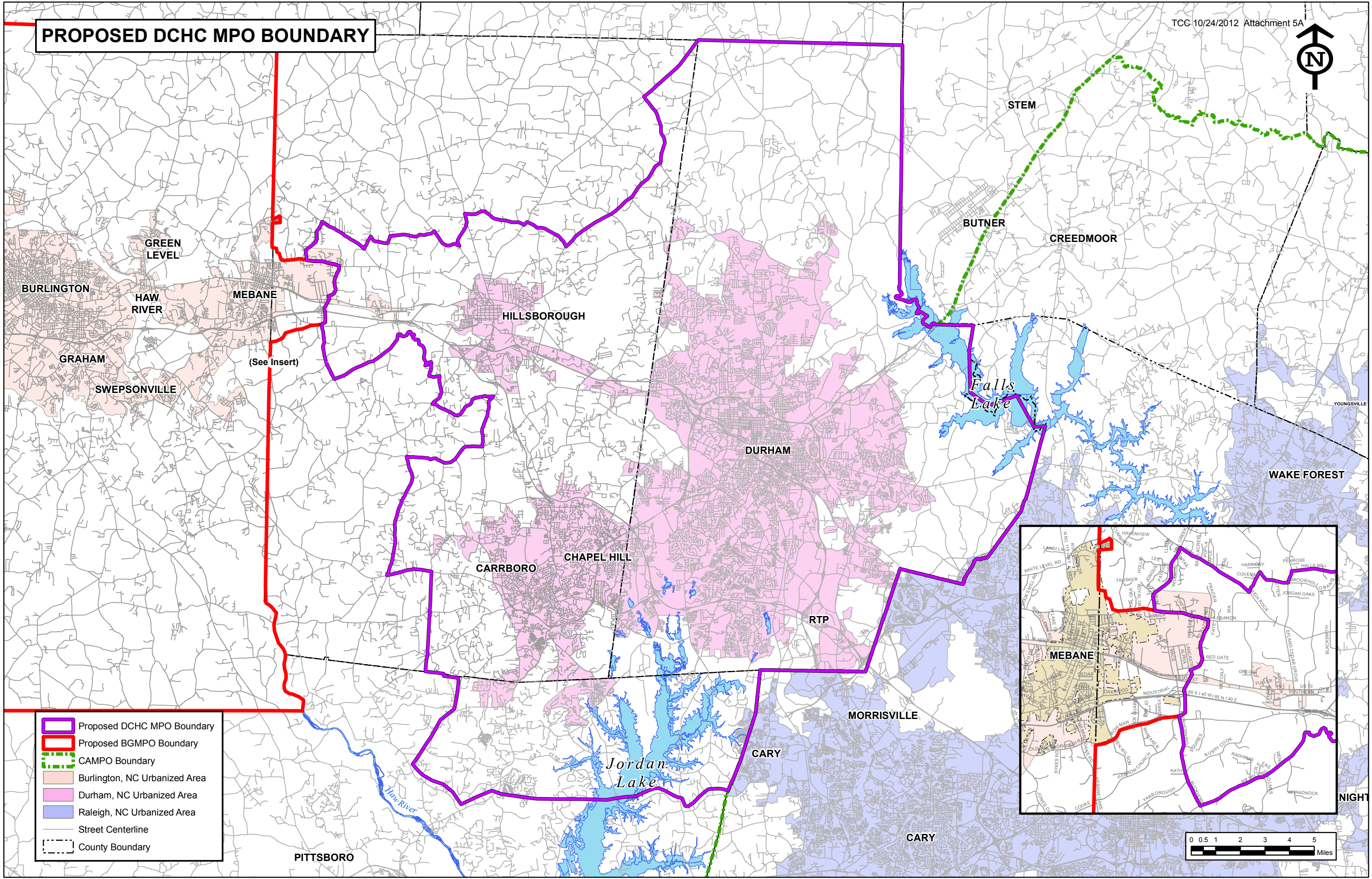
LPA staff plans to convene the Administrative Subcommittee in early 2013 to discuss these updates.









TCC Action

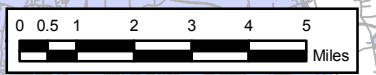
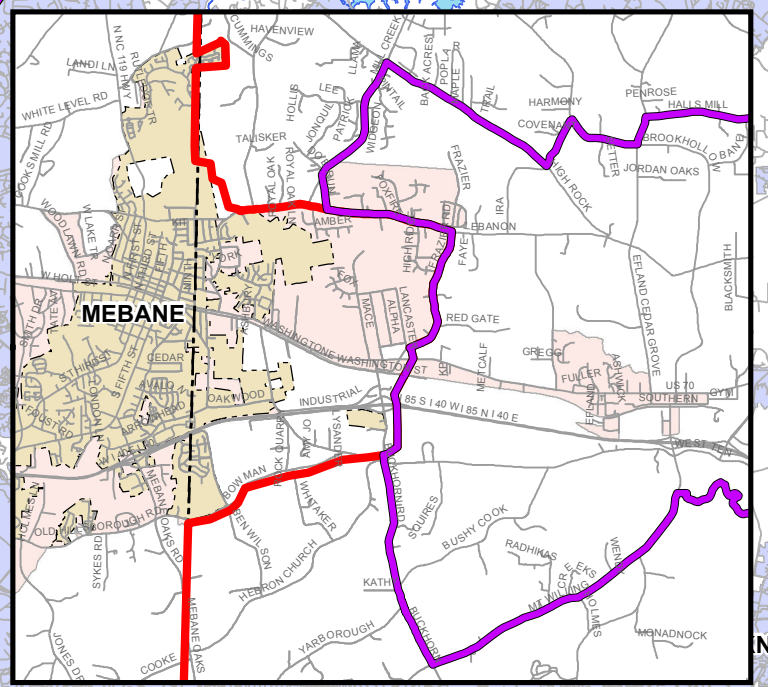
The TCC recommends that the TAC approve the 2010 Durham Smoothed Urbanized Area. The TCC recommends that the TAC approve the DCHC MPO Metropolitan Planning Area. The TCC recommends that the TAC approve of agreements with the Capital Area MPO and Burlington-Graham MPO regarding planning boundaries.



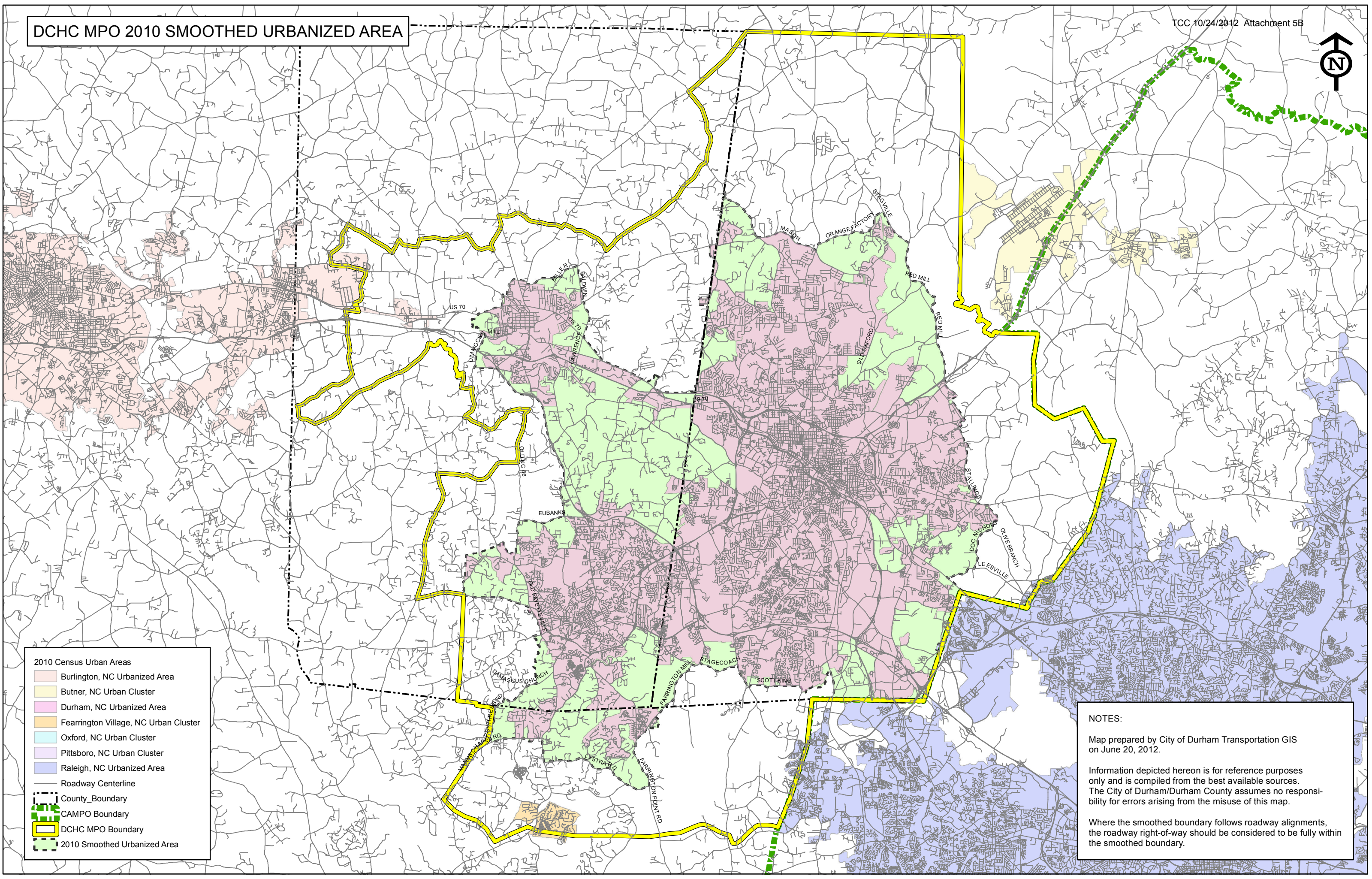
PROPOSED DCHC MPO BOUNDARY



-  Proposed DCHC MPO Boundary
-  Proposed BGMP Boundary
-  CAMPO Boundary
-  Burlington, NC Urbanized Area
-  Durham, NC Urbanized Area
-  Raleigh, NC Urbanized Area
-  Street Centerline
-  County Boundary



DCHC MPO 2010 SMOOTHED URBANIZED AREA



2010 Census Urban Areas

- Burlington, NC Urbanized Area
- Butner, NC Urban Cluster
- Durham, NC Urbanized Area
- Fearington Village, NC Urban Cluster
- Oxford, NC Urban Cluster
- Pittsboro, NC Urban Cluster
- Raleigh, NC Urbanized Area
- Roadway Centerline
- County_Boundary
- CAMPO Boundary
- DCHC MPO Boundary
- 2010 Smoothed Urbanized Area

NOTES:

Map prepared by City of Durham Transportation GIS on June 20, 2012.

Information depicted hereon is for reference purposes only and is compiled from the best available sources. The City of Durham/Durham County assumes no responsibility for errors arising from the misuse of this map.

Where the smoothed boundary follows roadway alignments, the roadway right-of-way should be considered to be fully within the smoothed boundary.



**NORTH CAROLINA CAPITAL AREA
METROPOLITAN PLANNING ORGANIZATION**

**DURHAM · CHAPEL HILL · CARRBORO
METROPOLITAN PLANNING ORGANIZATION**

- Member Governments**
- Town of Angier
 - Town of Apex
 - Town of Bunn
 - Town of Cary
 - Town of Clayton
 - City of Creedmoor
 - County of Franklin
 - Town of Franklinton
 - Town of Fuquay-Varina
 - Town of Garner
 - County of Granville
 - County of Harnett
 - Town of Holly Springs
 - County of Johnston
 - Town of Knightdale
 - Town of Morrisville
 - NC Department of Transportation
 - City of Raleigh
 - Town of Rolesville
 - Triangle Transit
 - County of Wake
 - Town of Wendell
 - Town of Youngsville
 - Town of Zebulon

- 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

October 31, 2012

Mr. John Sullivan
Federal Highway Administration
310 New Bern Avenue
Raleigh, North Carolina 27601-1442

Re: Planning Area Agreement

Dear Mr. Sullivan:

Federal regulations require that Metropolitan Area Boundaries (MABs) include, at a minimum, all of the urbanized area (UZA) as defined by the Census Bureau. A small portion of the Raleigh UZA falls within the Durham-Chapel Hill-Carrboro (DCHC) MAB. Likewise, a small portion of the Durham UZA area falls within the Capital Area MPO MAB. A map showing these areas is attached for your reference.

- * Ex-Officio Members *
- Town of Archer Lodge
 - Federal Highway Administration
 - NC Turnpike Authority

In an effort to provide continuing, cooperative and comprehensive transportation planning for these areas, it is felt that the prudent course of action is a letter of agreement between the two MPOs.

In November of 2004, these two Metropolitan Planning Organizations entered into a Memorandum of Agreement to “participate in a continuing, cooperative and comprehensive (3-C) transportation planning process in an entity known as the Triangle Metropolitan Planning Organizations Coordinating Council (TMPOCC).” TMPOCC being an advisory group to the two MPOs that will encourage cooperation and joint work efforts while recognizing and allowing the MPOs to remain autonomous and thus able to concentrate as needed on issues and projects of local interest which have profound impacts on the overall transportation systems.

This letter of agreement shall serve to fulfill federal requirements relative to the planning for that portion of the Raleigh UZA that lies within the DCHC MPO MAB and likewise that portion of the Durham UZA that lies within the Capital Area MPO MAB.

By signature below it is agreed that:

1. Planning activities for that portion of the Raleigh UZA that lies within Durham County and Chatham County and thus within the planning boundary of the Durham-Chapel Hill-Carrboro Metropolitan Planning Organization, shall be provided by the Durham-Chapel Hill-Carrboro Metropolitan Planning Organization in cooperation with the Capital Area Metropolitan Planning Organization.

2. Planning activities for that portion of the Durham UZA that lies within Wake County and thus within the planning boundary of the Capital Area Metropolitan Planning Organization, shall be provided by the Capital Area Metropolitan Planning Organization in cooperation with the Durham-Chapel Hill-Carrboro Metropolitan Planning Organization; and

SIGNATURES OF AGREEMENT

Vivian A. Jones, Chair
Transportation Advisory Committee
Capital Area
Metropolitan Planning Organization

Lydia E. Lavelle, Chair
Transportation Advisory Committee
Durham-Chapel Hill-Carrboro
Metropolitan Planning Organization

Date

Date

cc: Mike Bruff, NCDOT Transportation Planning Branch
TAC Members

**BURLINGTON-GRAHAM
METROPOLITAN PLANNING ORGANIZATION**
**Member
Governments**

November 14, 2012

Mr. John Sullivan
Federal Highway Administration
310 New Bern Avenue
Raleigh, North Carolina 27601-1442

Re: Planning Area Agreement

Dear Mr. Sullivan:

Federal regulations require that Metropolitan Planning Areas (MPAs) include, at a minimum, all of the urbanized area (UZA) as defined by the Census Bureau. A small portion of the Burlington UZA falls within the Durham-Chapel Hill-Carrboro MPA. A map showing this area is attached for your reference.

In an effort to provide continuing, cooperative and comprehensive transportation planning for these areas, it is felt that the prudent course of action is a letter of agreement between the two MPOs. This letter of agreement shall serve to fulfill federal requirements relative to the planning for that portion of the Burlington UZA that lies within the DCHC MPO MPA.

By signature below it is agreed that planning activities for that portion of the Burlington UZA that lies within the planning boundary of the Durham-Chapel Hill-Carrboro Metropolitan Planning Organization, shall be provided by the Durham-Chapel Hill-Carrboro Metropolitan Planning Organization in cooperation with the Burlington-Graham Metropolitan Planning Organization.

To facilitate cooperative planning in this area, the Durham-Chapel Hill-Carrboro MPO and the Burlington-Graham MPO also agree to the following:

- Including each organization's staff on email communication about MPO TCC and TAC meetings.
- Requesting MPO staff participation on planning studies and activities that affect the area near the MPO boundaries, such as corridor studies, feasibility studies, etc.
- Using common socio-economic forecasts for Orange County in each MPO's transportation models, Metropolitan Transportation Plans, and Comprehensive Transportation Plans.
- Coordinating air quality conformity for Orange County to ensure that both MPOs avoid conformity or plan lapses.

Letter of Agreement

November 14, 2012

SIGNATURES OF AGREEMENT

Leonard Williams, Chair
Transportation Advisory Committee
Burlington-Graham
Metropolitan Planning Organization

Lydia E. Lavelle, Chair
Transportation Advisory Committee
Durham-Chapel Hill-Carrboro
Metropolitan Planning Organization

Date

Date

cc: Mike Bruff, NCDOT Transportation Planning Branch
TAC Members

MEMORANDUM

TO: Transportation Advisory Committee (TAC)

FROM: Lead Planning Agency

DATE: November 14, 2012

RE: MPO Public Involvement Policy

The one corrective action from the 2011 DCHC MPO Certification Review was for the MPO to update our Public Involvement Policy (PIP) to include a robust Environmental Justice section. The Environmental Justice section should include how the MPO will outreach to non-English speaking populations and conduct a four-factor analysis for the Limited English Proficiency (LEP) population.

The MPO is required to comply with Title VI of the Civil Rights Act of 1964. In July, the TAC Chair signed a policy statement and assurances regarding Title VI. This policy statement is a standard statement required by the State for all MPOs. In September, the TAC requested that staff consider adding sexual orientation and gender identity to the Title VI policy statement. An additional sentence will be added to end of the policy statement. Suggested language is "In addition, it is the policy of the DCHC MPO to ensure that no person shall, on the ground of sexual orientation and gender identity, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity". A revised statement could be signed with approval of the revised PIP.

The update of the PIP will document our compliance with the Title VI policy statement. The draft revised PIP includes a section on Title VI (Page 9) and includes the proposed LEP Plan as an appendix. The proposed updates are focused on addressing the corrective action from the certification review. A few additional minor changes are included such as changing references to the LRTP to say the MTP and references to the MTIP to say the TIP.

The TAC authorized the release of the PIP for a 45-day public comment period in September. It was advertised in local newspapers and on the MPO website. MPO staff also attempted to contact El Centro Hispano. No comments have been received thus far. FHWA staff has provided some requested edits to the LEP including some of the mapping. LPA staff updated the PIP and LEP to correct typos, replace some of the maps, and delete some of the unnecessary maps.

TAC Action: Approve the revised Public Involvement Policy.



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
N.C. Department of
Transportation
County of Orange**

Public Involvement Policy

November 14, 2012

**City of Durham
Transportation Division
101 City Hall Plaza
Durham, NC 27701**

(919) 560-4366

DCHC MPO Public Involvement Policy
Page 1

v

Contents

I.	Introduction	2
II.	Purpose	2
III.	Objectives.....	2
IV.	General Policy Framework.....	3
V.	Policy Elements	8
VI.	Specific Requirements.....	8
VII.	Access to MPO Documents and Technical Information.....	8
VIII.	Title VI	9
IX.	Review Procedures/Reassessment of PIP	10

Sub-Policies

1.	Transportation Advisory Committee.....	11
2.	Transportation Plan	13
3.	Transportation Improvement Program	18
4.	Air Quality Conformity Determination	21
5.	Major Investment Studies.....	23
6.	Unified Planning Work Program.....	24
7.	Americans with Disabilities Act (ADA) Provisions	26

Appendix

Limited English Proficiency Plan

Durham-Chapel Hill-Carrboro Organización de Planeamiento Metropolitano Póliza de Participación Publica puede ser traducida en [español sobre petición](#).

I. Introduction

The Durham-Chapel Hill-Carrboro Metropolitan Planning Organization's (DCHC MPO's) Public Involvement Policy is an umbrella policy, encompassing the plans and programs of the Urban Area's transportation planning process. Public involvement is an integral part of the DCHC MPO's planning efforts. The Public Involvement Policy is comprised of the public involvement programs for all the major planning activities, including the Transportation Plan, the Transportation Improvement Program (TIP), the Air Quality Conformity Determination, the Major Investment Study (MIS), the Unified Planning Work Program (UPWP), the MPO's provisions for the American with Disabilities Act (ADA), and on-going transportation planning (3C) process. The policy decision making body, the Transportation Advisory Committee (TAC), also has a standing public process as part of its monthly meetings. The planning activities mentioned above are, therefore, subject to the TAC's process for public involvement. The Policy also contains a review component to assess the value of the MPO programs on a triennial basis.

The DCHC MPO will seek public input through a menu of techniques, including public notices, comment periods, workshops, charrettes, public hearings, newsletters, surveys, media relations and input from committees and commissions that are appointed by local member governments. The techniques employed will vary, depending on the specific planning task. The MPO will hold a forty-five (45) day public comment period for amendments to the Policy and will hold a public hearing every three years to seek input and feedback on the MPO's public involvement efforts. The DCHC MPO's Public Involvement Policy will be consistent with the requirements of the Safe, Accountable, and Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU), the National Environmental Policy Act (NEPA) and the FTA/FHWA Guidance and Proposed Rule Making (NRM) on Public Participation.

II. Purpose

The purpose of the DCHC MPO Public Involvement Policy is to create an open decision making process whereby citizens have the opportunity to be involved in all stages of the transportation planning process. This Policy is designed to ensure that transportation decisions will reflect public priorities.

III. Objectives

1. Bring a broad cross-section of the public into the public policy and transportation planning decision-making process.

DCHC MPO Public Involvement Policy
Page 3

U

2. Maintain public involvement from the early stages of the planning process through detailed project development.
3. Use different combinations of public involvement techniques to meet the diverse needs of the general public.
4. Determine the public's knowledge of the metropolitan transportation system and the public's values and attitudes concerning transportation.
5. Educate citizens and elected officials in order to increase general understanding of transportation issues.
6. Make technical and other information available to the public using the MPO web site and other electronically accessible formats and means as practicable.
7. Employ visualization techniques to MPO metropolitan transportation plans, TIPs and other project planning activities.
8. Consult with federal and State agencies responsible for land management, natural resources, environmental protection, conservation, historic preservation and economic development in the development of metropolitan transportation plans TIPs and project planning.
9. Establish a channel for an effective feedback process.
10. Evaluate the public involvement process and procedures to assess their success at meeting requirements specified in the SAFETEA-LU, NEPA and the Interim FTA/FHWA Guidance on Public Participation.

IV. General Policy Framework

It is the policy of the Durham-Chapel Hill-Carrboro Metropolitan Planning Organizations (DCHC MPO) to have a proactive public involvement process that provides complete information, timely public notice, and full public access to DCHC MPO activities at all key stages in the decision making process. It is also DCHC-MPO policy to involve the public early in the planning process, and to actively seek out the involvement of communities most affected by particular plans or projects. Furthermore, it is a goal of the PIP that the MPO's TIP, UPWP and transportation plans and programs, be developed in a manner that assures that the public, and affected communities in particular, are afforded ample opportunity to participate in the development of such plans.

IV.A Activities Subject to Public Involvement

DCHC MPO shall provide early and continuing public involvement opportunities throughout the transportation planning and programming process.

IV.A.1. Planning Activities: Special emphasis shall be given to engage the public in planning studies that form the basis for later programming decisions. Planning activities include corridor studies and special regional studies, environmental assessment studies, development of the DCHC MPO Metropolitan Transportation Plan (MTP) and Comprehensive Transportation Plan (CTP). The MPO shall make every effort to involve the affected community through methods such as local direct mailing, transportation related committees of local jurisdictions, public information meetings, and newsletters.

IV.A.2. Programming Activities: Opportunities for the public to participate shall also be provided through the project selection, programming, NEPA Process and project development phases. These activities include the development of the Regional Priority List and the Transportation Improvement Program (TIP), and the adoption or amendment of the Regional Priority List and TIP.

IV.B Definition of Public and Stakeholders

The DCHC-MPO shall make an effort to inform and engage both the general public and stakeholders as appropriate.

IV.B.1. General Program: As part of its general planning and programming process, the DCHC MPO will try to involve the following: citizens, member municipalities, affected public agencies, representatives of neighborhood groups, public and private providers of transportation, and other parties who express an interest in the process.

IV.B.2. Special Studies: For special studies that the DCHC MPO conducts, it shall make an effort to identify and involve persons and groups that might be affected by potential changes to the particular transportation service or facility under review. Examples include the following; abutting property owners, neighborhood associations, environmental groups, appropriate federal, State and local agencies responsible for land-use, environmental and economic development, and businesses within the study area.

IV.B.3. Outreach to Special Groups: The DCHC MPO shall also make a special effort to seek out and consider the needs of groups or communities traditionally not well-served by existing transportation systems. These include,

DCHC MPO Public Involvement Policy
Page 5

U

but are not limited to low-income households and minority households. To assure adequate participation of these groups, the MPO shall use tools such as advisory boards (whose members shall be either low-income or minority individuals, or represent low-income or minority groups), target mailing list, workshops, and public notices in minority or low-income targeted media outlets.

The MPO's efforts in this regard shall be consistent with the Environmental Justice Executive Order (EO 12898) dated February 11, 1994, and other related guidance from the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA).

The MPO shall also make a special effort to seek out and consider the needs of individuals or communities with Limited English Proficiency. The DCHC-MPO efforts in this regard shall be consistent with the signed Executive Order 13166, "Improving Access to Services for Persons with Limited English Proficiency," dated August 11, 2000, and other related guidance from the FHWA and FTA.

Federal regulations define Persons with Limited English Proficiency as individuals with a primary or home language other than English who must, due to limited fluency in English, communicate in that primary or home language if the individuals are to have an equal opportunity to participate effectively in or benefit from any aid, service or benefit in federally-funded programs and activities.

IV.C. Adequate Time for Public Comment

The MPO shall allow reasonable time for public review and comment at key decision points. These include, but are not limited to, action on the Metropolitan Transportation Plan (MTP), Unified Planning Work Program (UPWP) and the Transportation Improvement Program (TIP). Minimum notification periods shall be as follows:

- Amendments to DCHC-MPO's Public Involvement Policy – 45 days
- Adoption of the TIP & major TIP amendments – 21 days
- Adoption of the TIP Regional Priority List & major amendments – 21 days
- Adoption of the MTP/CTP & major amendments – 42 days
- Adoption of the Air Quality Conformity Determination – 30 days
- Adoption of the UPWP & major amendments – 21 days
- Policy Board (TAC) & Technical Committee (TCC) meetings – 7 days

IV.D. Method of Notifying the Public

Page 6 Public Involvement Policy

The MPO shall use appropriate methods to notify the public of its activities and of opportunities for public involvement. Determination of which methods to use must be done for each individual transportation planning program or study. However, the minimum requirements are listed below:

- Legal notices in local newspapers
- MPO web site
- Mailing lists
- Targeted mailings to neighborhood and advocacy groups
- Press Releases
- Periodic MPO newsletters

IV.D.1. Schedule of Meetings: For regularly scheduled meetings (Transportation Advisory Committee - TAC and the Technical Coordinating Committee -TCC), the annual schedule of meetings shall be filed with the City of Durham (the Lead Planning Agency) clerk's office and each town clerk's office at the beginning of each calendar year.

IV.D.2. Meeting Notices: A notice of each TCC and TAC meeting shall be filed with every town clerk's office. A notice for MPO public involvement meetings or workshops shall be advertised in local newspapers. The notice for public meetings/workshop shall include a statement, in Spanish, that translator services may be requested in advance. The notice shall also include a statement that sign language services may be requested in advance.

IV.D.3. TAC & TCC Meetings Public Comment: Every TCC and TAC meeting agenda by DCHC MPO will include an opportunity for public comment.

IV.D.4. Mailing Lists: DCHC MPO shall maintain a master mailing list for public involvement/outreach activities. The mailing list shall include broad representation of MPO member jurisdictions, multi-modal transportation groups, environmental justice communities, neighborhood groups, local and State agencies responsible for environmental protection, conservation, land use management, natural resources, historic preservation, etc. The following separate lists shall be maintained: TAC, TCC, EJ/LEP, special projects, bicycle and pedestrian advocacy, MTP/CTP, TIP, sub-area projects and UPWP. Notices of meetings shall be sent to all persons on the corresponding mailing list. Anyone may request that his or her name be added to a particular mailing list by indicating the particular list and providing either an email address or a regular mail address.

IV.D.5. DCHC MPO web site: DCHC MPO shall maintain a calendar of meetings and activities on its web site. The MPO also shall make

DCHC MPO Public Involvement Policy
Page 7

U

technical and other information available to the public using the MPO web site and other electronically accessible formats and means as practicable. The web site shall also include copies of appropriate reports, plans, maps and visualization information pertaining to MPO planning activities and programs.

IV.D.6. Visualization Techniques: DCHC MPO shall employ visualization techniques in disseminating information relating to MPO metropolitan transportation plans, TIPs and other planning programs. The goal of the MPO visualization policy is to help the public and decision makers visualize and interact with transportation plans and projects, alternatives, large data sets and land-use information more effectively. Visualization techniques will vary, and could range from GIS displays, mappings and land-use/transportation scenario planning tools to information technology, such as three-dimensional digital models, web-based information systems, transportation and urban simulation, and Internet communications.

IV.D.7. Legal Notices in Newspapers: Anytime the MPO initiates a formal public comment period, notice of the opportunity to comment shall be posted in a legal ad in the area's major daily newspaper, and other local, minority, or alternative language newspapers, as appropriate.

IV.D.8. Interested Parties: DCHC MPO shall mail meeting notices to persons who have expressed a special interest in DCHC MPO's overall transportation program, or specific studies. The MPO shall add persons who have expressed such an interest to the appropriate DCHC MPO mailing list.

IV.D.9. Additional Methods: The DCHC MPO shall give consideration to alternative methods of involving the public that are appropriate to the project. Such methods may include, but are not limited to newsletters, transportation related committees of MPO member jurisdictions, advertising in minority and alternative language newspapers, distributing information through public libraries and community groups (especially those serving EJ and LEP communities, the elderly and persons with disabilities), using local government cable access stations, using open house format meetings, involving focus groups for specially selected topics, preparing press releases, and holding events at special locations.

IV.E. Documentation of Public Comment & Response:

DCHC MPO shall document public comments received during the course of public input process. The MPO shall also document how it responded to public comments.

IV.E.1. Comments Received: Documentation of comments may be accomplished in a manner appropriate to the project and the nature of the comments. Documentation may consist of meeting minutes, a file of letters, or a special memo that summarizes the comments. A written summary of comments and responses shall be prepared to provide the feedback to the public.

IV.E.2. Response to Comments: DCHC MPO shall provide a descriptive summary of how it responded to significant public comments during the development of a plan or document such as the MTP/CTP, air quality conformity, Regional Priority List and TIP. The summary may be produced as a separate report or included as a short section in the final plan or document.

V. Policy Elements

The DCHC MPO's Public Involvement Policy is comprised of a number of sub-policies. All planning programs and activities are required to go through the Transportation Advisory Committee's public process. In addition, the MPO has initiated public involvement programs for the Transportation Plan, the Transportation Improvement Program (TIP), the Air Quality Conformity Determination, the Major Investment Study (MIS), the Unified Planning Work Program (UPWP) and the MPO's provisions for American with Disabilities Act (ADA). The final component of the Public Involvement Policy is the policy review element designed to ensure that the programs are meeting their goals.

VI. Specific Requirements

The Durham-Chapel Hill-Carrboro MPO's Public Involvement Policy is designed to be consistent with the requirements of SAFETEA-LU, NEPA and the Interim FTA/FHWA Guidance of Public Participation. These requirements are included in the appendix of this document.

VII. Access to MPO Documents and Technical Information.

DCHC MPO shall provide reasonable public access to technical and policy information used in the development of the Metropolitan Transportation Plan (MTP), the Transportation Improvement Program (TIP), and related studies, plans, and programs.

DCHC MPO Public Involvement Policy
Page 9

v

VIII. Title VI

Title VI of the Civil Rights Act of 1964 and the 1994 President's Executive Order on Environmental Justice #12898 state that no person or group shall be excluded from participation in, or denied the benefits of, any program or activity utilizing federal funds.

The Durham-Chapel Hill-Carrboro Metropolitan Planning Organization (DCHC MPO) is required to identify any disproportionately high and adverse health or environmental effects of its programs on minority and low-income populations. The DCHC MPO is also charged with evaluating the MPO plans and programs for environmental justice (EJ) sensitivity, including expanding their outreach efforts to low-income, minority, and other disadvantaged populations, as part of the United States Department of Transportation's certification requirements. The MPO's environmental justice initiatives accomplish this by involving the potentially affected public in developing transportation projects that fit harmoniously within their communities.

It is the policy of the Durham-Chapel Hill-Carrboro Metropolitan Planning Organization (DCHC MPO) to ensure that no person shall, on the ground of race, color, sex, age, national origin, or disability, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity as provided by Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, and any other related non-discrimination Civil Rights laws and authorities. It is also the policy of the DCHC MPO to ensure that no person shall, on the ground of sexual orientation or gender identity, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity.

A copy of the DCHC MPO's Civil Rights Title VI Compliance Report, Policy Statement and Assurances can be found at the DCHC MPO website, specifically at the following link: <http://www.dchcmo.org/Title VI> or call (919) 560-4366.

VIII.A Limited English Proficiency (LEP) Plan

The DCHC MPO's Limited English Proficiency (LEP) Plan identifies the Limited English Proficient populations in our service area and provides guidelines for MPO staff to help ensure that information and services are accessible to LEP persons. A copy of the DCHC MPO's Limited English Proficiency Plan is in an appendix to this document and can be found at the DCHC MPO website, specifically at the following link: <http://www.dchcmo.org/LEP> or call (919) 560-4366.

IX. Review Procedures/Reassessment of PIP

The Durham-Chapel Hill-Carrboro Metropolitan Planning Organization (MPO) Public Involvement Policy will be reviewed and evaluated on a triennial basis to ensure that the objectives of the plan are being met and that the process provides full and open access to all. A forty-five (45) day public comment period and a public meeting will be held during the triennial review to solicit input on the Public Involvement Policy. A summary highlighting the results of the evaluation review will be prepared. The summary will document the effectiveness of the various public involvement mechanisms and will respond to public comments received. The public comments and the MPO's response will be included in the appendix of the updated Public Involvement Policy.

The MPO will also solicit comments on the effectiveness of the Public Involvement Policy through outreach programs to seek out and consider the needs of those traditionally under-served by existing transportation systems, including environmental justice (low-income & minority), elderly and LEP households.

1. Transportation Advisory Committee

Transportation Advisory Committee (TAC) - The Transportation Advisory Committee is the policy and decision-making body for the Durham-Chapel Hill-Carrboro Metropolitan Planning Organization. The TAC is comprised of elected and appointed officials from the City of Durham, the Town of Chapel Hill, the Town of Carrboro, the Town of Hillsborough, Durham County, Orange County, Chatham County and the North Carolina Department of Transportation. The TAC also has advisory (non-voting) members from the Triangle Transit Authority, the Federal Highway Administration and the Research Triangle Foundation of North Carolina. The TAC is responsible for providing opportunities for citizen participation in the transportation planning process.

Regular Public Involvement Opportunities

The TAC holds regular monthly meetings on the 2nd Wednesday of every month. These meetings are open to members of the public and, upon request, anyone can be placed on the TAC mailing list. At the beginning of each regular meeting, the TAC provides time to receive public comments as a set part of its agenda.

Public Involvement for Specific Planning Items

For particular planning issues (i.e. plan development & updates, studies, amendments to planning documents, etc.), the TAC will open a public comment period (3-6 weeks depending on the item) and hold a public hearing. The notice for the public comment period and the public hearing are advertised in the major daily newspapers, and other local, minority, or alternative language newspapers, as appropriate, as well as on the public service announcement on Time Warner Cable. Local member jurisdictions are advised to publicize the public comment period/hearing in their local media, as well. The notices will include an announcement that states that persons with disabilities will be accommodated. Special provisions will be made if notified 48 hours in advance (i.e. having available large print documents, audio material, someone proficient in sign language, a translator or other provisions as requested). Both written and oral comments received are compiled by the planning staff and reviewed by the TAC.

Response to Public Comment

The TAC acknowledges public comments in two ways. The TAC may incorporate public comments and the MPO's response, as an appendix, into the specific planning document. Or, depending on the number of comments, the TAC may instruct the planning staff to respond directly by letter. Acknowledging public comments is a

way to let the public know that its comments are being addressed and are part of the public involvement feedback process.

DCHC MPO Public Involvement Policy
Page 13

U

2. Transportation Plan**Preamble**

The Transportation Plan public review and participation process is designed to provide early and adequate opportunities for citizens and public officials (including elected officials) to be involved in the Durham-Chapel Hill-Carrboro (DCHC) Transportation Plan development. This public participation program is designed to involve all parties in the early stages of plan development and the subsequent update process. It is also designed to provide gradual progression from the general information (vision setting and formulation of goals, objectives and policies) pertaining to the plan to very specific information regarding alternatives and plan selection. Each public forum or input technique will use information collected at previous "forums" in order to build progression concluding with the adoption of the Transportation Plan.

The entire process will be implemented for a plan update, which commonly involves an evaluation of most highway, transit and non-motorized transportation modes, and therefore requires several years to complete. An appropriate subset of the public involvement elements will be implemented for major and minor revisions, which commonly involve an evaluation of only several projects, and therefore require a process that is much less complex.

Purpose of Public Involvement Process

The purpose of the public involvement policy is to develop and implement strategies to inform and involve citizens in all stages of the development and update of the Transportation Plan.

Mission of the Public Participation Process

Public ownership of the Transportation Plan: the goal of the program is to ensure that policy decisions (at key decision points) will reflect the values, needs, and priorities of those affected by the decisions (i.e. the general public).

Objectives

1. Encourage citizens to take a proactive role in the development of Transportation Plan.
2. Bring a broad cross-section of members of the public into the public policy and transportation planning decision making process.

Page 14 Public Involvement Policy

3. Educate the public and elected officials in order to increase public understanding of both the options and the constraints of transportation alternatives.
4. Determine the public's knowledge of metropolitan transportation system and public values and attitudes concerning transportation.
5. Determine public concerns/perceived impacts of elements of the Transportation Plan.
6. Determine which elements of the Transportation Plan would support or diminish the citizens' desired lifestyle.
7. Establish a channel for an effective feedback process.

Elements of the Public Involvement Procedure

The Public Involvement Process for the Transportation Plan consists of a series of innovative public participation techniques, including: transportation related committees of MPO jurisdictions, public service announcements, a newsletter, public meetings, surveys, and the mass media. These techniques will be employed at various stages of the development of a plan update, and as appropriate for major or minor revisions.

Public Involvement Process

1. The Durham-Chapel Hill-Carrboro (DCHC) Metropolitan Planning Organization will provide opportunity for early and meaningful public involvement in the development and update of the Transportation Plan. The MPO shall develop a public involvement plan for the development and update of metropolitan transportation plans.
2. Proactive participation techniques will be employed to involve citizens and provide full access to information and technical data. The technique will generally include, but not be limited to: public meetings/hearings; surveys; focus groups; newsletters; public service announcements; charrette; transportation related committees, and mass media.
3. Information dissemination, notification of meeting, publication of proposed plans will be integral elements of the public involvement process.
4. The DCHC MPO will initiate the Transportation Plan update process as required by the Safe, Accountable, Flexible, and Efficient Transportation Equity Act: A Legacy for Users (SAFETEAU-LU), the Clean Air Act

DCHC MPO Public Involvement Policy
Page 15

U

Amendments (CAAA) and subsequent federal regulations. Elements of the Transportation Plan, and/or amendments will meet all current Federal Highway Administration (FHWA), Federal Transit Administration (FTA), Environmental Protection Agency (EPA), and the North Carolina Department of Transportation (NCDOT) requirements.

5. A draft work program and schedule for the Transportation Plan update process will be developed by the TCC and made available for public review. The work program will detail the strategy for the Transportation Plan update process including work elements and a tentative schedule.
6. Copies of the draft work program and schedule will be distributed to the member jurisdictions, citizen groups and agencies, and will also be placed in the local libraries. Notification of the draft Transportation Plan work program will be provided in a major daily newspaper, and other local, minority, or alternative language newspapers, as appropriate.

The notification will inform the public of the availability of the draft work plan for review and comment, where to send written comments, and addresses and phone numbers of contact persons. The notices also will include an announcement that states that persons with disabilities will be accommodated. Special provisions will be made if notified 48 hours in advance (i.e. having available large print documents, audio material, someone proficient in sign language, a translator, or other provisions, as requested). Additionally, the notice will inform the public that copies of the draft Transportation Plan work program are available for review at local libraries, and offices of member agencies.

7. The public comment period will be for a minimum six-week (42-day) public comment period, effective from the date of the public notice publication. Written comments will be received during the comment period and will be directed to the Lead Planning Agency (LPA). The Lead Planning Agency's contact person, phone number and e-mail address will be included in the public notice.
8. Public meeting(s)/workshops will be held to: formulate a vision for the Transportation Plan development; provide the public background information on the metropolitan transportation system and other issues as well as the proposed framework of the Transportation Plan update process; and receive citizen input.
9. Public meetings (forums) designed to solicit public comment will be held at various locations around the metropolitan area to encourage the greatest public participation. Public meetings will be held at a location which is

Page 16 Public Involvement Policy

accessible to persons with disabilities and which is located on a transit route.

10. The TCC will assemble all comments and forward comments to the Transportation Advisory Committee (TAC). The TAC may choose to hold a public hearing before adopting the strategy and work program for the Transportation Plan. Comments regarding the draft strategy will be considered and addressed in adopting the final program.
11. Any significant revision and amendment to the Transportation Plan work program will be subject to the public review process as outlined above.
12. The public participation component of the Transportation Plan will generally follow the same citizen input and review as outlined in aforementioned PIP Policy Framework. Public input will be solicited to review and comment on any major Transportation Plan amendment proposal as well as analyses conducted as part of the amendment request. Adequate opportunity will be provided for public involvement in the amendment of the Transportation Plan, and any significant revisions to the Transportation Plan will also be subject to public comment period as described in # 7 of this policy.
13. The DCHC MPO will consult with federal and State agencies responsible for land management, natural resources, environmental protection, conservation, historic preservation and economic development in the development of metropolitan transportation plans and LRTP air quality conformity determination.
14. The DCHC MPO will employ visualization techniques in disseminating information relating MPO metropolitan transportation plans. Visualization tools is intended to aid the public and decision makers visualize and interact with transportation plans and projects, alternatives, large data sets and land-use information more effectively. Visualization techniques will vary, and could range from GIS displays, mappings and land-use/transportation scenario planning tools to information technology, such as three-dimensional digital models, web-based information systems, transportation and urban simulation, and Internet communications.
15. The DCHC MPO will make technical and other information available to the public using the MPO web site and other electronically accessible formats and means as practicable. The web site shall also include copies of appropriate reports, plans, maps and visualization information pertaining to the MTP.
16. The DCHC MPO will endeavor to involve the public at key decision points of the Transportation Plan development. Decision points are those stages where

DCHC MPO Public Involvement Policy
Page 17

U

the TAC will be required to endorse or take action on particular work elements. These include, but are not limited to:

- Formulation of vision, goals and objectives;
 - Policy development;
 - Review and approval of socio-economic and demographic projections;
 - Review of land use information and scenarios;
 - Review of modeling process;
 - Review and determination of transportation deficiencies;
 - Identification of transportation (facility) needs;
 - Evaluation of alternatives and selection of preferred option; and,
 - Plan recommendation and adoption;
17. The process for developing, updating, and amending the Transportation Plan will generally follow the sequence described above.

3. Transportation Improvement Program

Overview

The Transportation Improvement Program (TIP) is the document that describes the funding and scheduling of transportation improvement projects (highway, bicycle, pedestrian, and transit capital and operating assistance) using State and federal funds. The TIP serves as the project selection document for transportation projects and, therefore, is the implementation mechanism by which the objectives of the Transportation Plan are reached. The Safe, Accountable, and Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) and preceding legislation, TEA-21 and ISTEA mandate an opportunity for public review of the TIP. The following is the proposed public involvement procedure for the Durham-Chapel Hill-Carrboro Transportation Improvement Program.

Introduction

The Durham-Chapel Hill-Carrboro (DCHC) Metropolitan Planning Organization (MPO) will prepare a Transportation Improvement Program, which is consistent with the requirements of the Safe, Accountable, Flexible, Efficient Transportation Equity Act: a Legacy for Users (SAFETEA-LU), and any implementing federal regulations. The TIP will be developed based on: 1) revenue estimates provided by the North Carolina Department of Transportation (NCDOT); and, 2) the DCHC MPO Regional Priority List. The public input element of the Transportation Improvement Program is presented as follows:

Public Involvement Process

1. The DCHC Technical Coordinating Committee (TCC) will develop a draft Regional Priority List from the Local Project Priorities of the MPO jurisdictions.
2. The Regional Priority List will be published for a minimum three-week (21-day) public comment period and the notice will be published by the Lead Planning Agency (LPA) in a major daily newspaper, and other local, minority, or alternative language newspapers, as appropriate.

The notices for the public comment period and the public hearing will include an announcement that states that persons with disabilities will be accommodated. Special provisions will be made if notified 48 hours in advance (i.e. having available large print documents, audio material, someone proficient in sign language, a translator or other provisions as requested). The Regional Priority List will be on file in the City of Durham Department of Transportation, Town of Chapel Hill Planning

DCHC MPO Public Involvement Policy
Page 19

v

Department, Town of Carrboro Planning Department, Town of Hillsborough Planning Department, Counties of Durham, Orange, Chatham Planning Departments, the Triangle Transit Authority and the county public libraries for public review and comment.

3. The Transportation Advisory Committee (TAC) will hold a public hearing on the draft Regional Priority List. The public hearing will be held at a location which is accessible to persons with disabilities and which is located on a transit route. The TAC will approve a final Regional Priority List after considering the public comments received.
4. The DCHC MPO Technical Coordinating Committee will develop a draft TIP from the approved Regional Priority List and from revenue estimates provided by the North Carolina Department of Transportation. The TCC will forward the draft TIP to the Transportation Advisory Committee. The Transportation Advisory Committee will publish the draft TIP for public review and comment.
5. Copies of a draft TIP will be distributed to TAC members and the transportation related committees of MPO member jurisdictions. Each jurisdiction will also have copies available for public review. The draft TIP will follow the same notification procedures as outlined above for the Regional Priority List.
6. The public comments will be assembled and presented to the Durham-Chapel Hill Carrboro TAC. The TAC will hold a public hearing on the draft TIP. The public hearing will be held at a location which is accessible to persons with disabilities and which is located on a transit route. Public comments will be addressed and considered in the adoption of the TIP.
7. The DCHC MPO, being a maintenance area for air quality will provide additional opportunity for public comment on the revision of the draft TIP (if the final TIP is significantly different and/or raises new material issues).
8. The process for updating and approving the Transportation Improvement Program will follow the sequence and procedure as described in the aforementioned PIP framework.
9. Amendments to TIP will be available for public review and comment, if they make a substantial change to the TIP. A substantial change is classified as the addition or deletion of a project with an implementation cost exceeding \$1 million. Public comment on project additions or

deletions of less than \$1 million may be sought at the discretion of the TAC by majority vote. As long as a project's description, scope or expected environmental impact have not materially changed, the TAC may approve changes to project funding without a separate public meeting.

10. Written public comments and their responses will be published as an appendix to the final TIP.

4. Air Quality Conformity Determination

Introduction

The Durham-Chapel Hill-Carrboro (DCHC) Metropolitan Planning Organization (MPO) is required to make a conformity determination on its Transportation Plan. The Transportation Improvement Program is a subset of the Transportation Plan and is therefore covered by the conformity analysis.

Public Involvement Procedure for the Air Quality Determination

1. The DCHC MPO in conjunction and cooperation with the air quality inter-agency partners will prepare an air quality conformity analysis for the Durham-Chapel Hill-Carrboro metropolitan planning area boundary. The DCHC Technical Coordinating Committee will provide comments to the Air Quality Inter-Agency Partners during the interagency comment period.
2. The DCHC Technical Coordinating Committee will receive the final draft Conformity Report, review it, and forward it to the Transportation Advisory Committee (TAC). The Transportation Advisory Committee will then publish the draft Conformity Report for public review and comment.
3. Copies of a draft Conformity Report will be distributed to TAC members. Each jurisdiction will also have copies available for public review. Notices regarding the draft Air Quality Conformity Report will be advertised by the Lead Planning Agency in a major daily newspaper, and other local, minority, or alternative language newspapers, as appropriate.

Notices may also be published in member jurisdictions' local newspapers by the member agencies' staff. The notice will inform the public that a draft Conformity Report has been published by the DCHC MPO and that copies are available for public review and comment at local MPO jurisdictions and the county libraries. The notices will include an announcement that states that persons with disabilities will be accommodated. Special provisions will be made if notified 48 hours in advance (i.e. having available large print documents, audio material, someone proficient in sign language, a translator or other provisions as requested).

4. The public review period will be for a minimum one-month (30-day) period, effective from the date of public notice publication. Written comment will be received during the public review period, and will be

directed to the LPA. The Lead Agency's contact person, phone number and e-mail will be included in the public notice.

5. The public comments will be assembled and presented to the Durham-Chapel Hill Carrboro TAC. The TAC will hold a public hearing on the draft Air Quality Conformity Report. The public hearing will be held at a location which is accessible to persons with disabilities and which is located on a transit route. Public comments will be addressed and considered in the Air Quality Conformity Determination.
6. The DCHC MPO, being a maintenance area will provide additional opportunity for public comment on any revisions to the draft Conformity Report (if the final Conformity Report is significantly different than the one which was made available for public comment by the MPO, and raises new material issues, which interested parties could not reasonably have foreseen for the public review notifications).
7. The Air Quality Determination is valid for four years, unless changes are made to the Transportation Plan (or TIP) which would have an impact on the air quality analysis. If such changes are made, a new analysis and public involvement procedure needs to be conducted as outlined above.
8. The process for updating and approving the MTP Air Quality Conformity Determination shall generally follow the principles as described in the PIP Framework of this document.

5. Major Investment Studies

Introduction

The major investment study (MIS) supports decisions on significant federally-funded transportation investments along a corridor or subarea level of the metropolitan area. The MIS identifies all reasonable strategies for the study area in order to meet its transportation demands and relieve any transportation problems. It is a detailed analysis designed to provide local decision makers with more comprehensive corridor level technical analysis early in the transportation planning process. Although an MIS is no longer required by SAFETEA-LU (MIS was required by TEA-21), federal regulations encourage the integration of an MIS with the MPO planning process.

Public Involvement Process

The scope of a major investment study for the Durham-Chapel Hill-Carrboro will be determined on a project-by-project basis. Therefore, the MPO will choose the appropriate public involvement initiatives to meet the goals of the MIS. The public involvement techniques that may be used are public informational meetings, newsletters, media relations and the formation of an advisory committee.

These techniques will be used through the development and approval of the MIS. The MIS will also be subject to the public procedures of the Transportation Advisory Committee and will be consistent with the MPO's ADA provisions.

6. Unified Planning Work Program

Introduction

The Safe, Accountable, and Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) requires that each Metropolitan Planning Organization (MPO) prepare an annual work program known as the Unified Planning Work Program (UPWP). The UPWP must identify the MPO planning tasks to be undertaken with the use of federal transportation funds, including highway and transit.

Purpose

The purpose of public involvement in the UPWP process is to keep the public apprised of and to receive input on the planning activities to be undertaken by the Metropolitan Planning Organization.

Public Involvement Process

1. The Distribution Formula for FTA Section 5307 funds for the appropriate federal fiscal year is submitted to the Transportation Advisory Committee (TAC) for approval. The TAC meetings are open to the public and comments on the Distribution Formula may be received at this time.
2. The Lead Planning Agency distributes FHWA Section 104(f) planning funds based on the TAC-approved formula.
3. The local jurisdictions will prepare a list of tasks and funding for the federal fiscal year according to the approved Distribution Formula. These lists are submitted to the Lead Planning Agency for compilation into a draft Unified Planning Work Program.
4. The draft Unified Planning Work Program is reviewed by the Technical Coordinating Committee (TCC). The TCC meetings are open to the public. The TCC then endorses a draft UPWP and forwards the document to the TAC for release for a minimum 21-day comment period.
5. The draft UPWP is then reviewed by the TAC. The TAC releases a draft UPWP for a 21-day comment period. The draft is sent to the NCDOT Public Transportation Division for comments.
6. The final UPWP comes back again to the TAC for approval. Upon TAC approval, the UPWP is then forwarded on to the State and FHWA/FTA.

DCHC MPO Public Involvement Policy
Page 25

U

7. The process for updating and approving the annual UPWP shall generally follow the principles as described in the PIP Framework of this document.

7. Americans with Disabilities Act (ADA) Provisions

Durham-Chapel Hill-Carrboro Metropolitan Planning Organization

- All notices for planning activities of the Metropolitan Planning Organization will include an announcement that states that persons with disabilities will be accommodated. Special provisions will be made if notified 48 hours in advance (i.e. having available large print documents, audio material, someone proficient in sign language, a translator or other provisions requested).
- Notices for the public comment period and the public hearing will be advertised in the area's major daily newspaper, and other local, minority, or alternative language newspapers, as appropriate, as well as on the public service announcement on Time Warner Cable. Local member jurisdictions are advised to publicize the public comment period/hearing in their local media as well. Public meetings will be held in locations accessible to persons with disabilities and will be located near or on a transit route.

The Durham Area Transit Authority (DATA)

- There is a Durham Area Transit Authority (DATA) Access Advisory Committee for Durham which serves as an ongoing mechanism for public participation. The Committee is composed of paratransit users, persons with disabilities who are not paratransit users and representatives from agencies and employers who work with disabled persons.
- Committee meetings are held bi-monthly and are advertised by notices on paratransit vehicles, in the City Calendar, and notices sent to Radio Reading Services.
- The written notices are printed in large (15 point) font.
- For policy changes, public forums and public hearings are held. Announcements are advertised through public notices in local newspapers, public service announcements on local radio and television stations, the Radio Reading Service and large print notices posted in the paratransit vehicles.
- DATA has updated its Paratransit Plan and is in compliance with the ADA requirements. Copies of the Paratransit Plan are available in large print and on audio cassette.

Chapel Hill Transit

- The Chapel Hill and Carrboro Transportation Boards serve as an ongoing mechanism for public participation.
- For policy changes, the Transportation Boards hold public hearings. Notices are published in the local newspapers.
- Chapel Hill Transit has updated its Paratransit Plan and is in compliance with the ADA requirements. Copies of the Paratransit Plan are available in large print and on audio cassette.

Durham-Chapel Hill-Carrboro Metropolitan Planning Organization

LIMITED ENGLISH PROFICIENCY PLAN- LEP

Overview	2
1 Background	2
2 Executive Order 13166.....	2
3 Summary of DCHC MPO LEP Plan & Factor Analysis	3
FACTOR 1: Number or proportion of LEP persons eligible to be served or likely to be encountered by DCHC MPO programs, activities, or services.	3
FACTOR 2: Frequency with which LEP individuals come in contact with DCHC MPO programs, activities, or services.	21
FACTOR 3: Nature and importance of the program, activity or service provided by the DCHC MPO to the LEP population. ...	21
FACTOR 4: Resources available to the DCHC MPO and Overall Costs to Provide LEP Assistance	22
4 DCHC MPO Transit Operators LEP Initiatives	22
4.1 Transit Regional Call Centers and LEP Outreach/Awareness.....	23
4.2 Interpretation and Translation Services	24
4.2.1 Bus Operators:	25
4.2.2 Paratransit Operators:	25
4.2.3 Transit Security Police Unit	25
5 Meeting the LEP Requirements	25
5.1 Providing Notice to LEP Persons	25
5.2 Proposed Ongoing LEP Services include:	26
5.3 MPO Staff Training.....	26
5.4 Outreach Techniques.....	27
6 Language Assistance Measures & LEP Strategies.....	27
7 Monitoring and Updating the LEP Plan	28
8 Website	28
9. Assessment of Resource Availability for Ongoing LEP Implementation	29
10 Dissemination of the MPO LEP Plan.....	29
DCHC MPO Discrimination Complaint Procedure	30

Overview

A Limited English Proficient person is one who does not speak English as their primary language and who has a limited ability to read, speak, write, or understand English. The Durham-Chapel Hill-Carrboro Metropolitan Planning Organization (DCHC MPO) Limited English Proficiency (LEP) Plan is part of a comprehensive effort to provide language assistance for LEP persons seeking meaningful access to DCHC MPO plans, programs, and activities as required by Executive Order 13166.

The plan details procedures on how to identify a person who may need language assistance, the ways in which assistance may be provided, and guidelines to notify LEP persons that assistance is available. In developing this LEP Plan, the DCHC MPO staff conducted a US Department of Transportation (USDOT) Four-Factor LEP analysis, which considered the following:

1. The number or proportion of LEP persons eligible to be served or likely to be encountered by DCHC MPO programs, activities, or services;
2. The frequency with which LEP individuals come in contact with DCHC MPO programs, activities, or services;
3. The nature and importance of the program, activity or service provided by the DCHCMPO to the LEP population; and
4. The resources available to the DCHC MPO and overall cost to provide LEP assistance.

For more information about this plan, please contact the DCHCMPO at (919) 560-4366 or comments@dchcmpo.org.

1 Background

A Limited English Proficiency person is one who does not speak English as their primary language and who has a limited ability to read, speak, write, or understand English. The purpose of this Limited English Proficiency Plan is to outline the responsibilities of the Durham-Chapel Hill-Carrboro Metropolitan Planning Organization (DCHC MPO) in regards to Limited English Proficient (LEP) persons and establish a process for providing assistance to LEP persons for DCHC MPO programs, activities, and services pursuant to Title VI of the Civil Rights Act of 1964 and Executive Order 13166.

Title VI of the Civil Rights Act of 1964

"No person in the United States shall, on the ground of race, color, or national origin be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance."

2 Executive Order 13166

Different treatment based upon a person's inability to speak, read, write, or understand English may be a type of national origin discrimination. Executive Order 13166 *"Improving Access to Services for Persons With Limited English Proficiency,"* directs each Federal agency that is subject to the requirements of Title VI of the Civil Rights Act of 1964 to publish guidance for its respective recipients and sub-recipients clarifying that obligation. The U.S. Department of Transportation (USDOT) published policy guidance on December 14, 2005 to clarify the responsibilities of recipients of Federal financial assistance from the USDOT.

3 Summary of DCHC MPO LEP Plan & Factor Analysis

DCHC MPO has developed this Limited English Proficiency Plan (LEP) to provide language assistance for LEP persons seeking meaningful access to DCHC MPO programs as required by Executive Order 13166 and USDOT's policy guidance. Essentially, the MPO's Limited English Proficiency Plan (LEP) is intended to help identify reasonable steps to provide language assistance for LEP persons seeking meaningful access to the transit system's services as required by Executive Order 13166. **A Limited English Proficiency person is one who does not speak English as their primary language and who has a limited ability to read, speak, write, or understand English.** This plan details procedures on how to identify a person who may need language assistance, the ways in which assistance may be provided, and guidelines to notify LEP persons that assistance is available. In developing the DCHC MPO LEP Plan, the DCHC MPO staff undertook a USDOT Four-Factor LEP analysis, which considers the following:

1. The number or proportion of LEP persons eligible to be served or likely to be encountered by DCHC MPO programs, activities, or services.
2. The frequency with which LEP individuals come in contact with DCHC MPO programs, activities, or services;
3. The nature and importance of the program, activity or service provided by the DCHC MPO to the LEP population; and
4. The resources available to the DCHC MPO and overall cost to provide LEP assistance.

FACTOR 1: Number or proportion of LEP persons eligible to be served or likely to be encountered by DCHC MPO programs, activities, or services.

In order to determine the number of LEP persons, the DCHC MPO collected analyzed various data from the US Census Bureau. This data was used to evaluate whether certain language groups met the Safe Harbor clause of the LEP guidance, whether a language LEP group exceeds 5% of the regional population, or have a minimum threshold of 1,000 LEP persons in a certain language.

Using the US 2010 CENSUS and American Community Survey (ACS) 2005-2009, the LEP population was ascertained. Based on the population 5 years and older, 0.81% of the DCHC MPO (3 counties, Durham, Orange and Chatham) population is deemed an LEP person, i.e. persons with limited English proficiency. The largest language subpopulation within the LEP population was that of Spanish, which constitutes about 86% of the LEP population. The remaining LEP population that did not speak English well or Spanish, were not significant and very miniscule therefore collapse as "other." The MPO examined the 2010 U.S. Census Bureau's profile for the Counties within the DCHC MPO. The following tables, charts, and maps display this information.

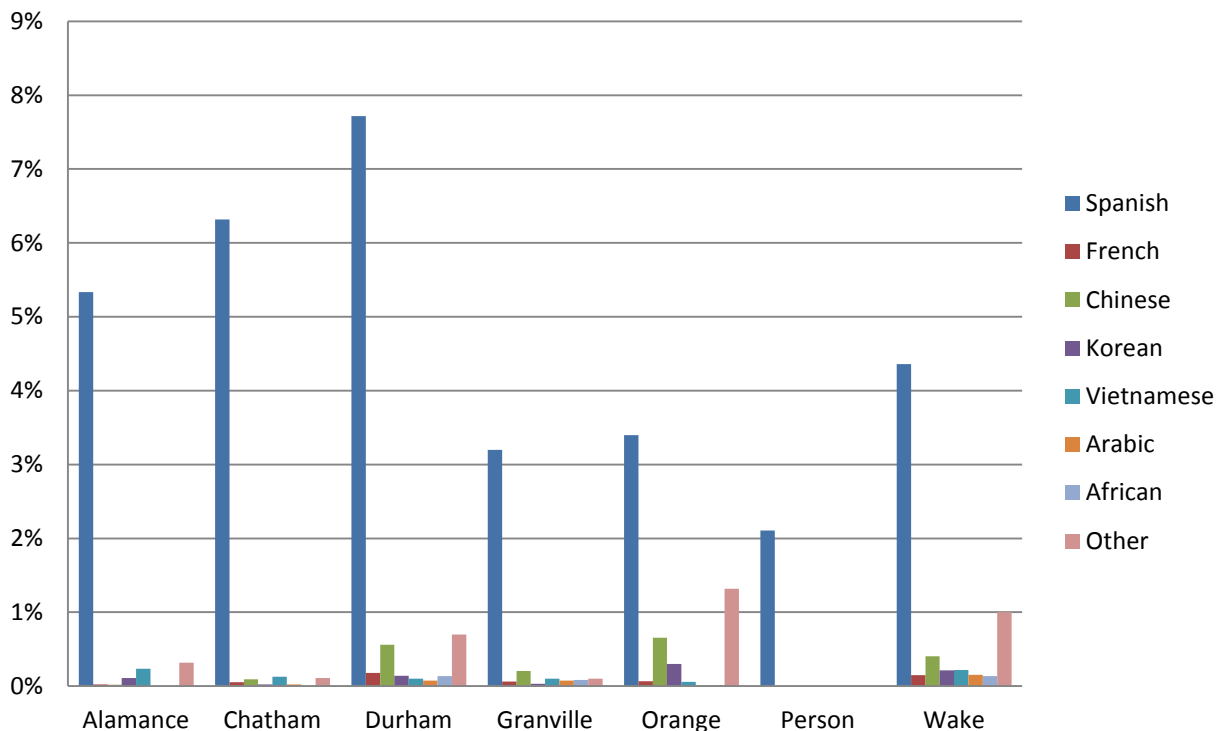
Limited English Proficiency Population by County

County	Total Pop	Total LEP	Spanish	French	Chinese	Korean	Vietnamese	Arabic	African	Other
Chatham	57464	3872	3629	30	52	13	74	12	0	62
Durham	239459	22993	18483	432	1340	333	236	177	320	1672
Orange	122668	7125	4168	80	806	368	69	4	14	1616

Limited English Proficiency by Language, as % of total Population

County	Spanish	French	Chinese	Korean	Vietnamese	Arabic	African	Other
Chatham	6.32%	0.05%	0.09%	0.02%	0.13%	0.02%	0.00%	0.11%
Durham	7.72%	0.18%	0.56%	0.14%	0.10%	0.07%	0.13%	0.70%
Orange	3.40%	0.07%	0.66%	0.30%	0.06%	0.00%	0.01%	1.32%

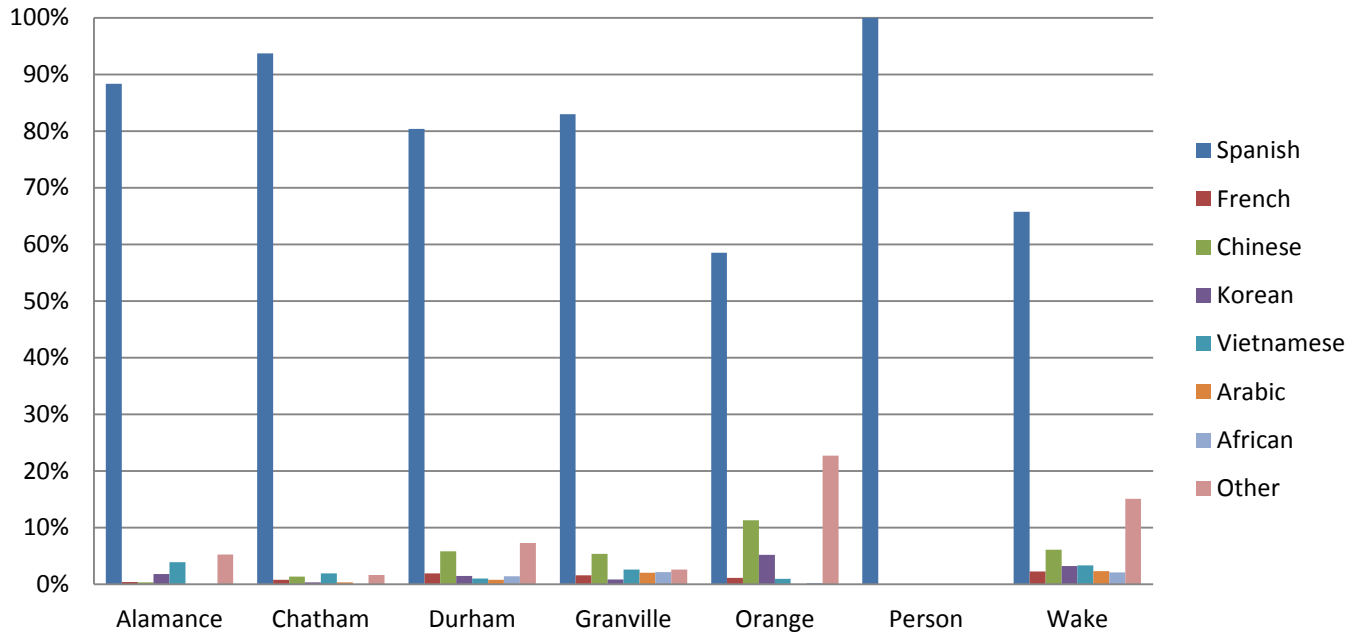
Limited English Proficiency, as % of Total Population



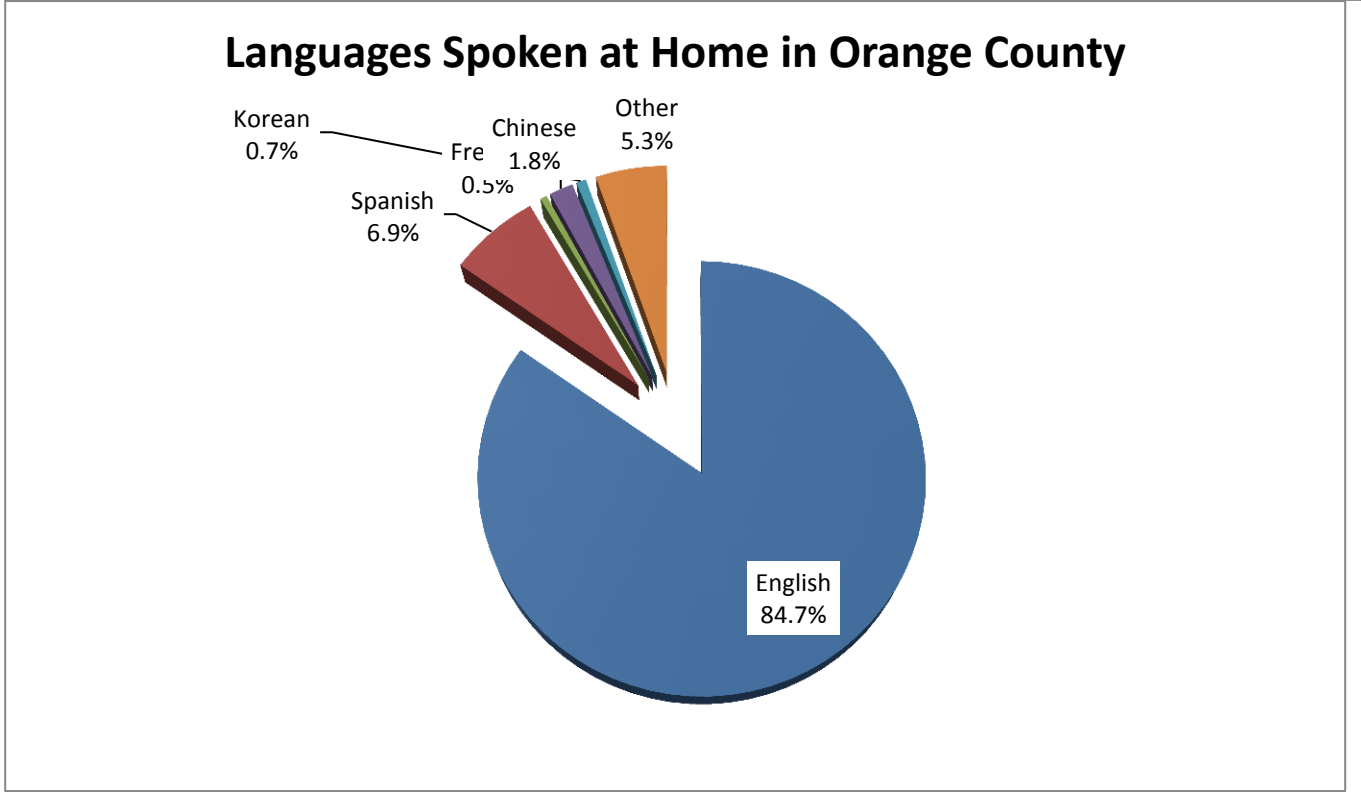
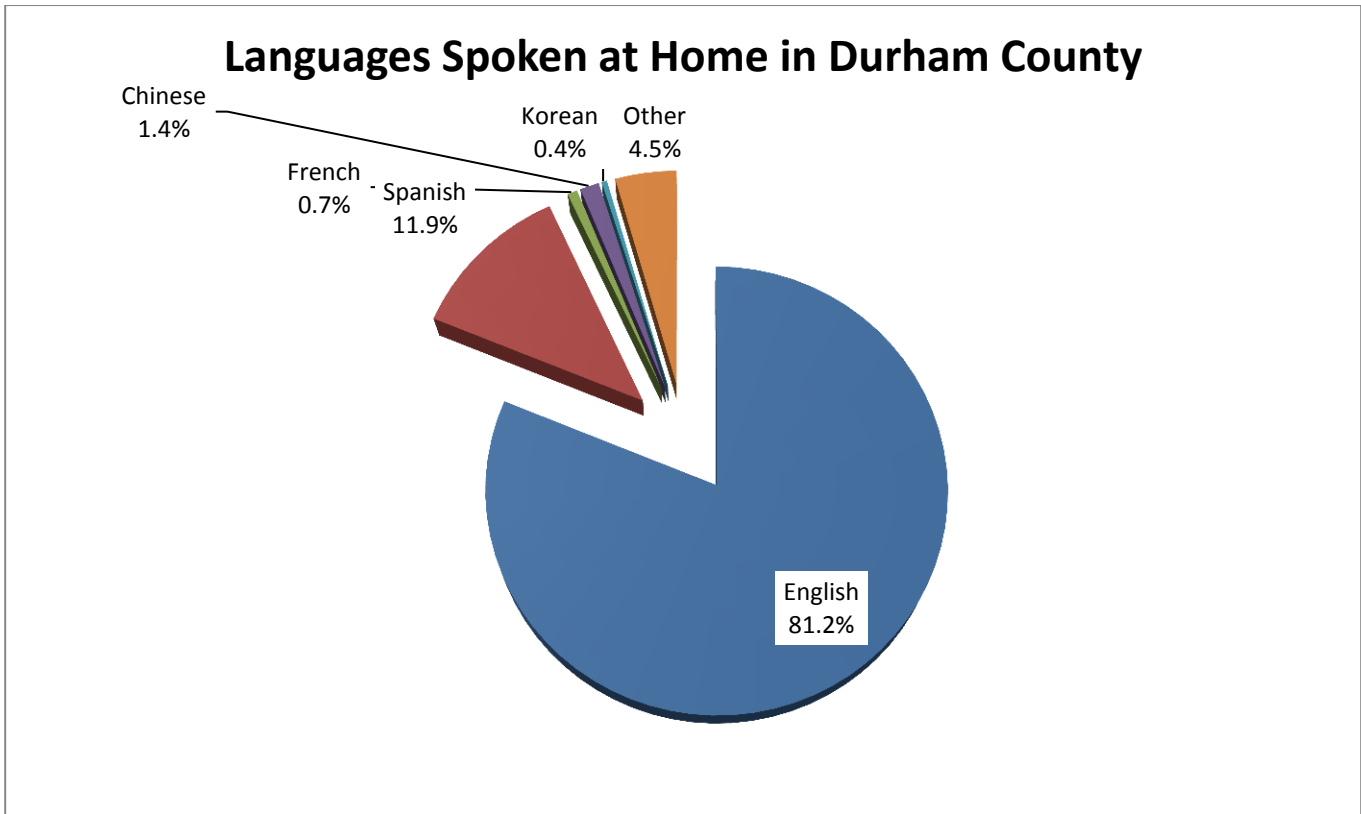
Limited English Proficiency by Language, as % of LEP Population

County	Spanish	French	Chinese	Korean	Vietnamese	Arabic	African	Other
Chatham	93.72%	0.77%	1.34%	0.34%	1.91%	0.31%	0.00%	1.60%
Durham	80.39%	1.88%	5.83%	1.45%	1.03%	0.77%	1.39%	7.27%
Orange	58.50%	1.12%	11.31%	5.16%	0.97%	0.06%	0.20%	22.68%

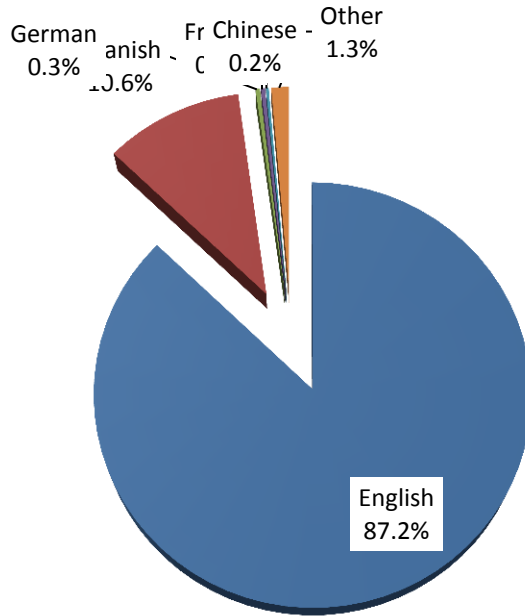
Limited English Proficiency, as % of Total Limited English Proficiency Population



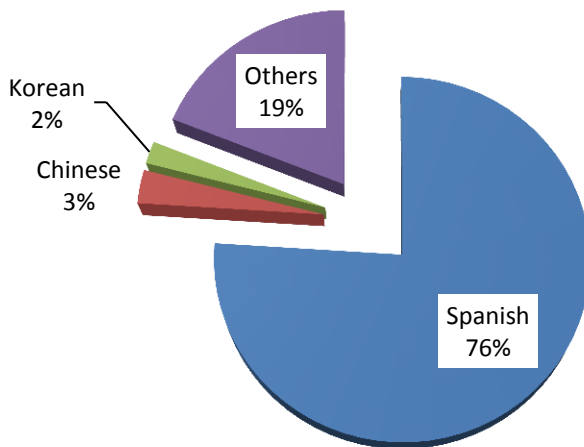
Demographic Profile of LEP Population



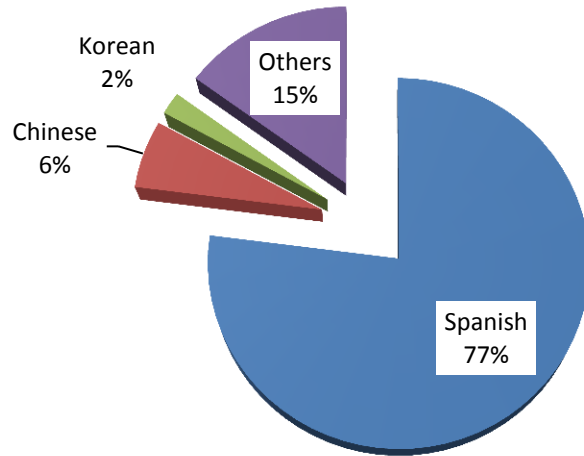
Languages Spoken at Home in Chatham County



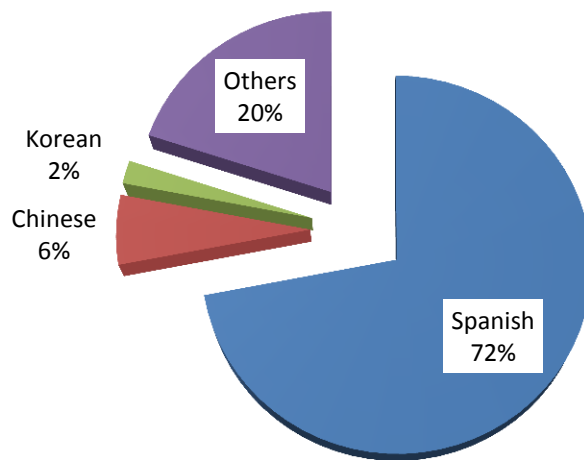
LEP Speakers in North Carolina by Language Spoken at Home



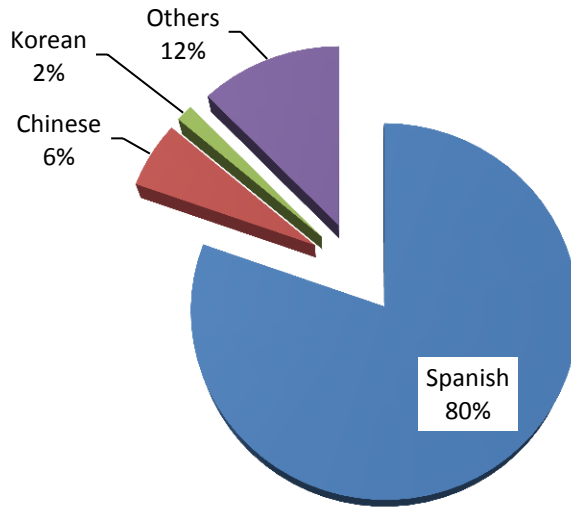
LEP Speakers in DCHC MPO Region by Language Spoken at Home



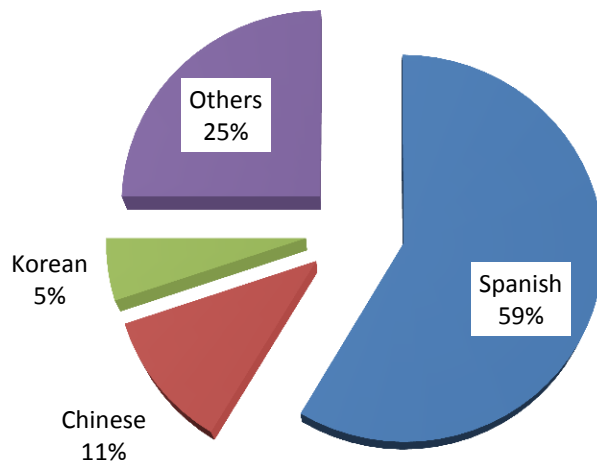
LEP Speakers in Triangle Region by Language Spoken at Home



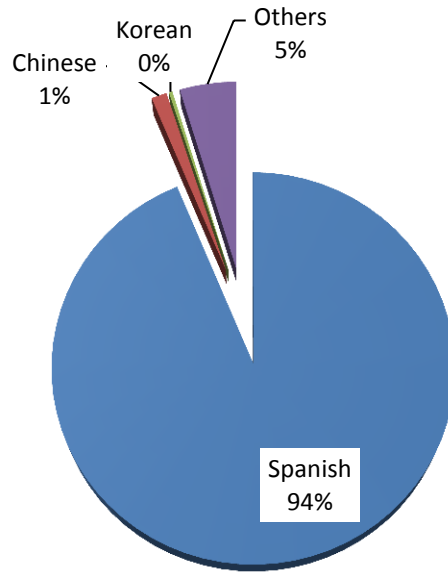
LEP Speakers in Durham County by Language Spoken at Home



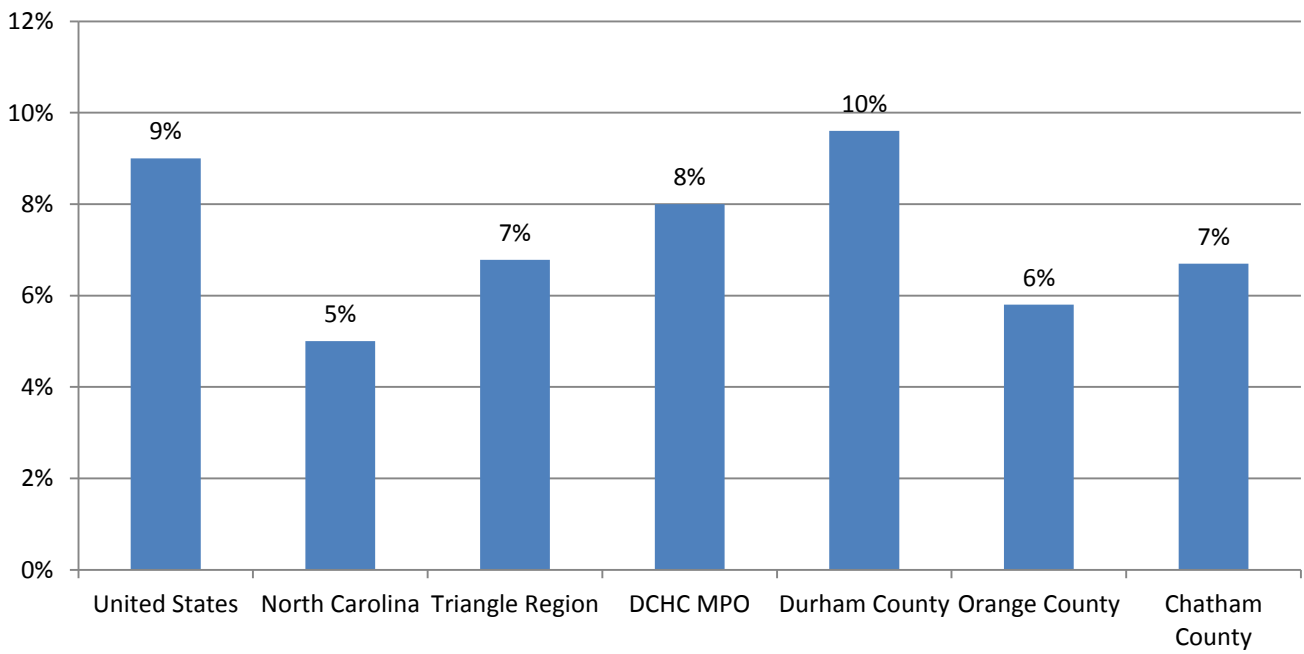
LEP Speakers in Orange County by Language Spoken at Home



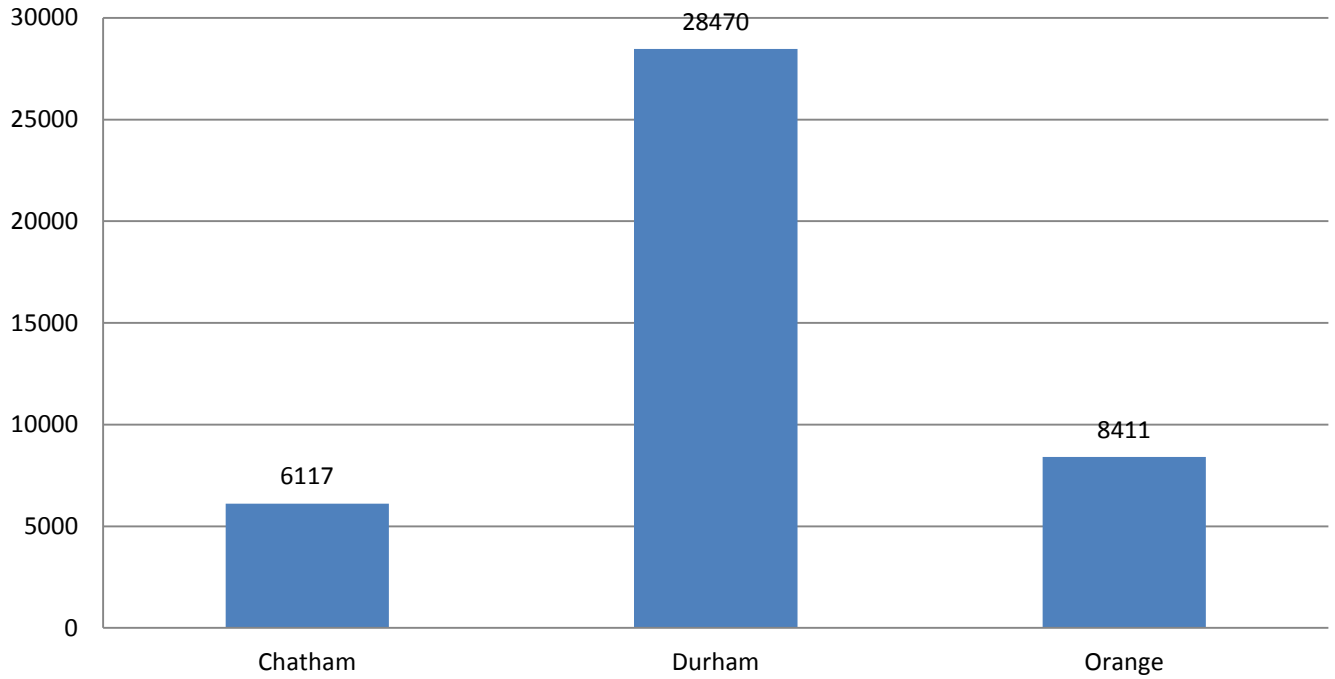
LEP Speakers in Chatham County by Language Spoken at Home



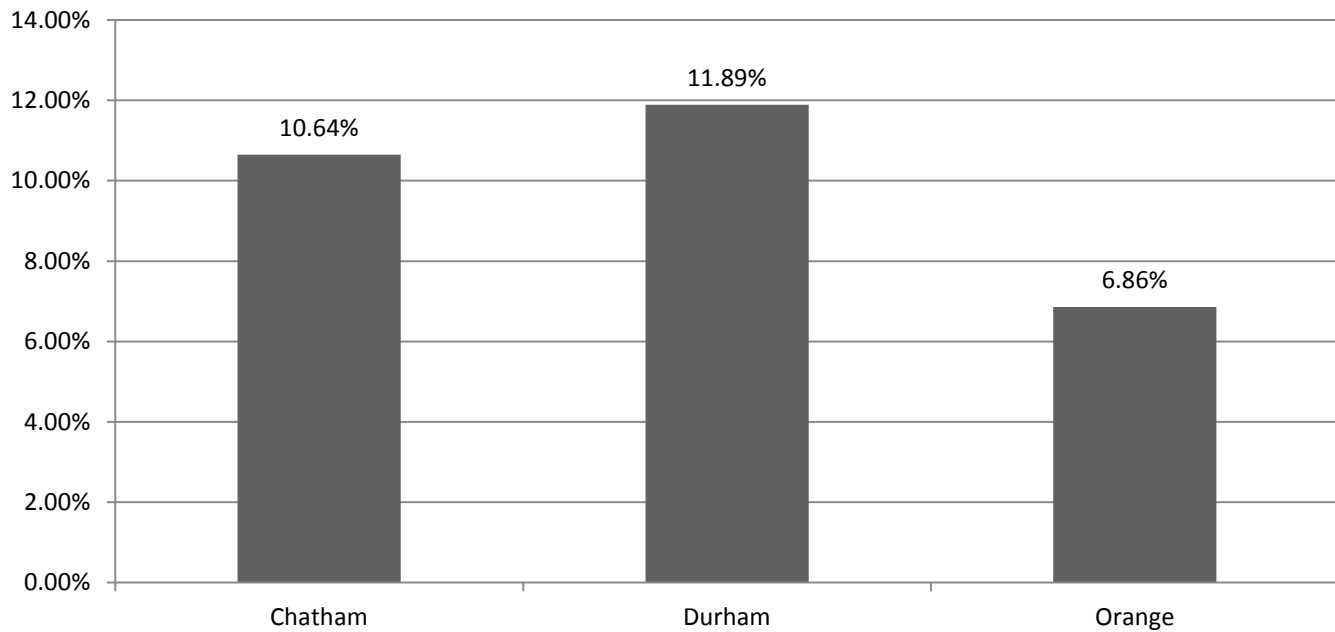
Share of LEP Speakers

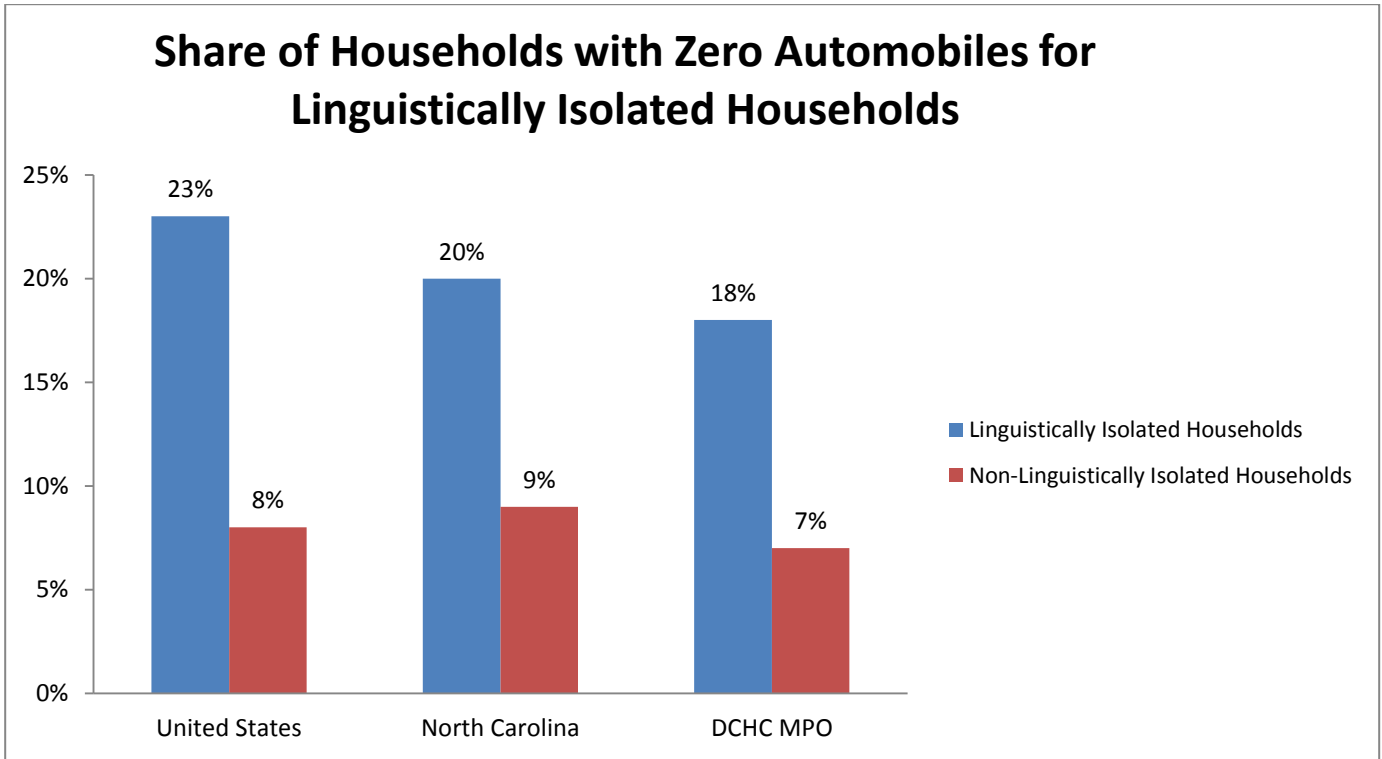
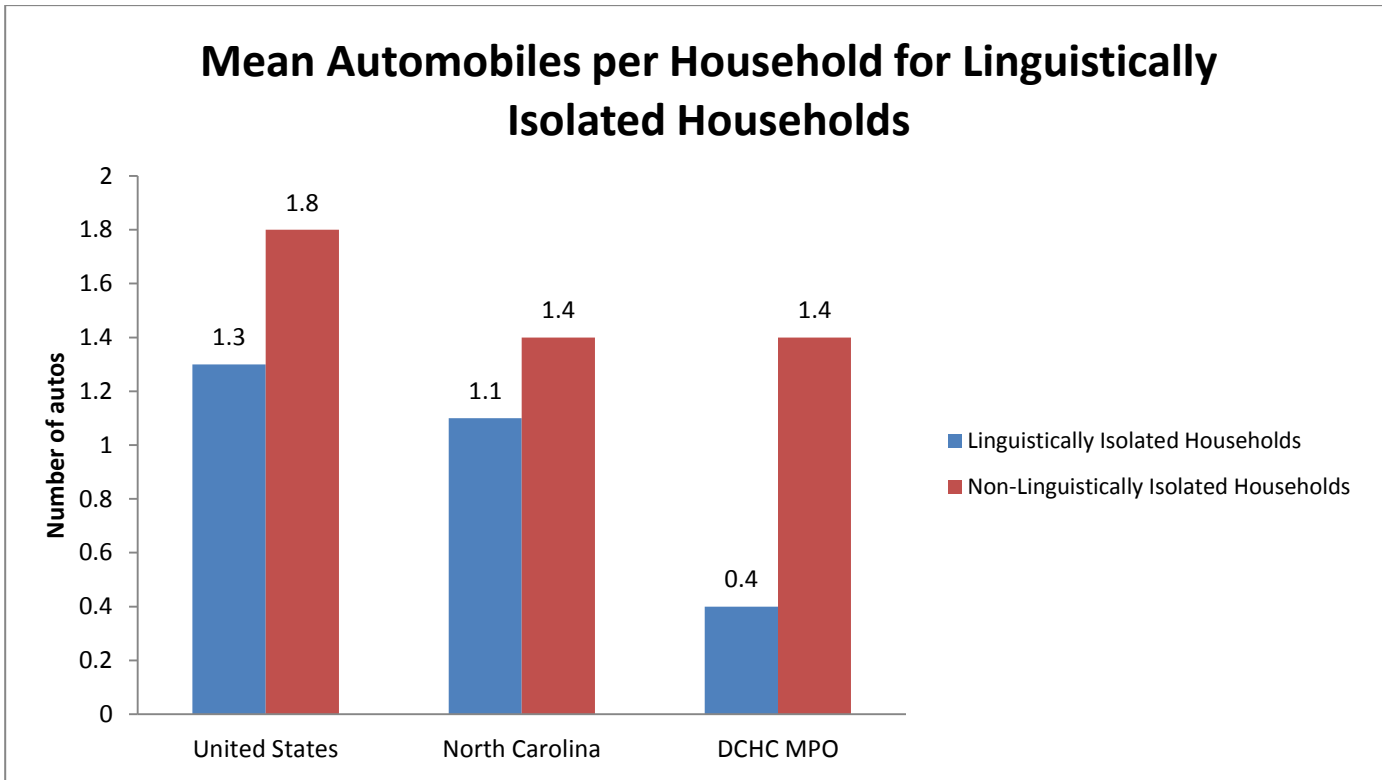


Number People who Speak Spanish at Home, by County

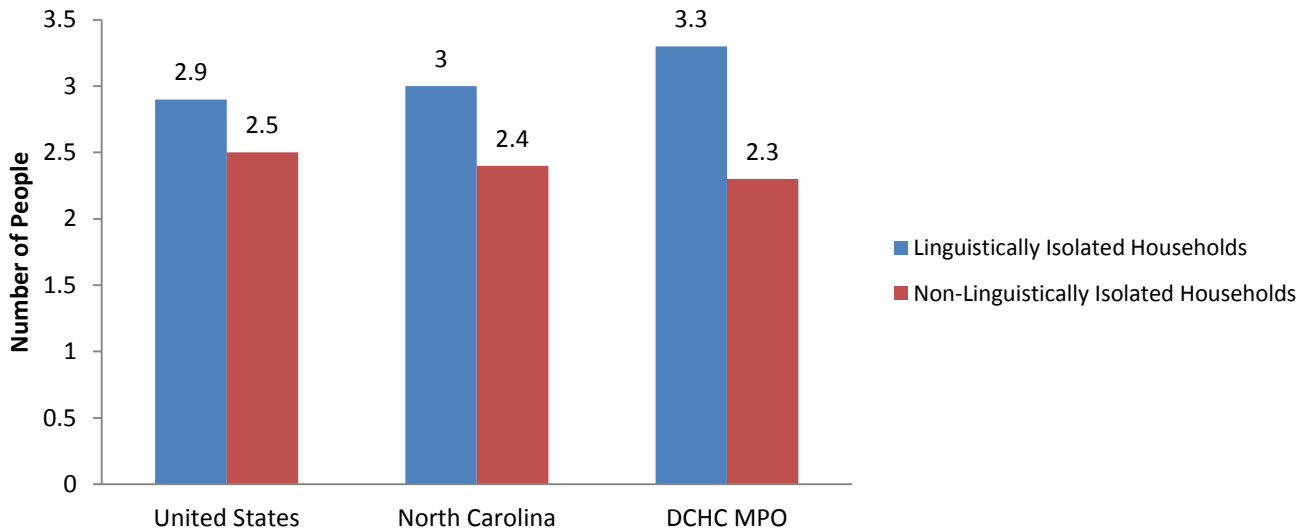


Percent of Population that Speaks Spanish at Home, by County

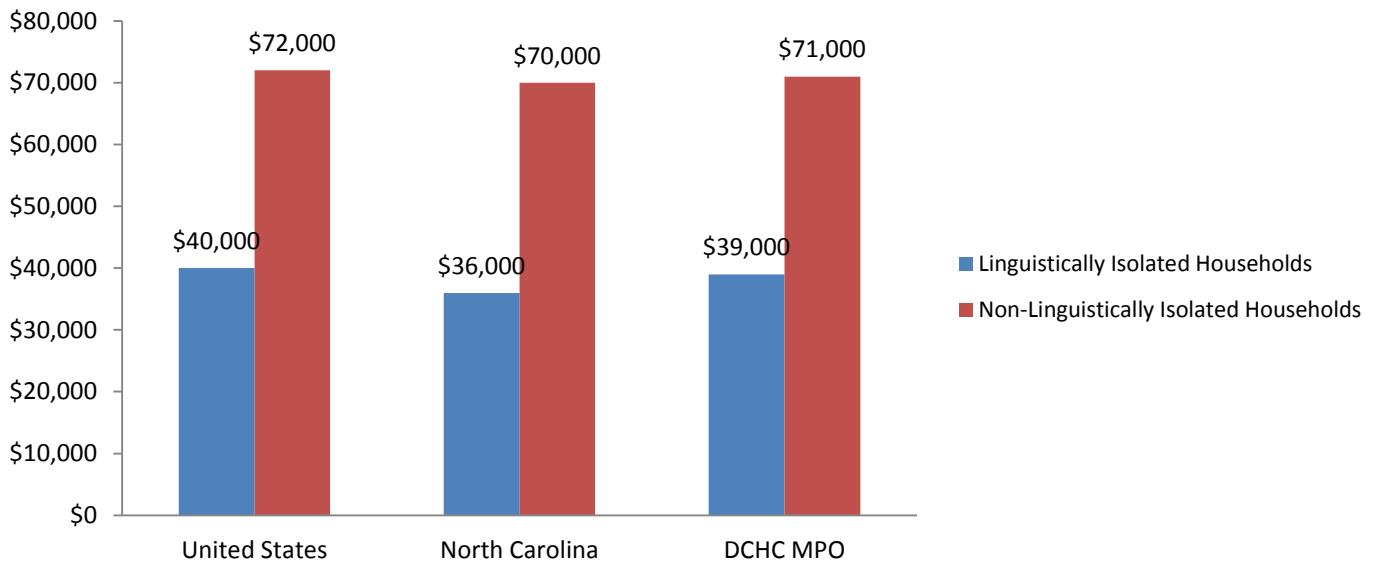




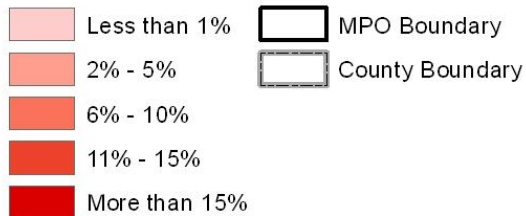
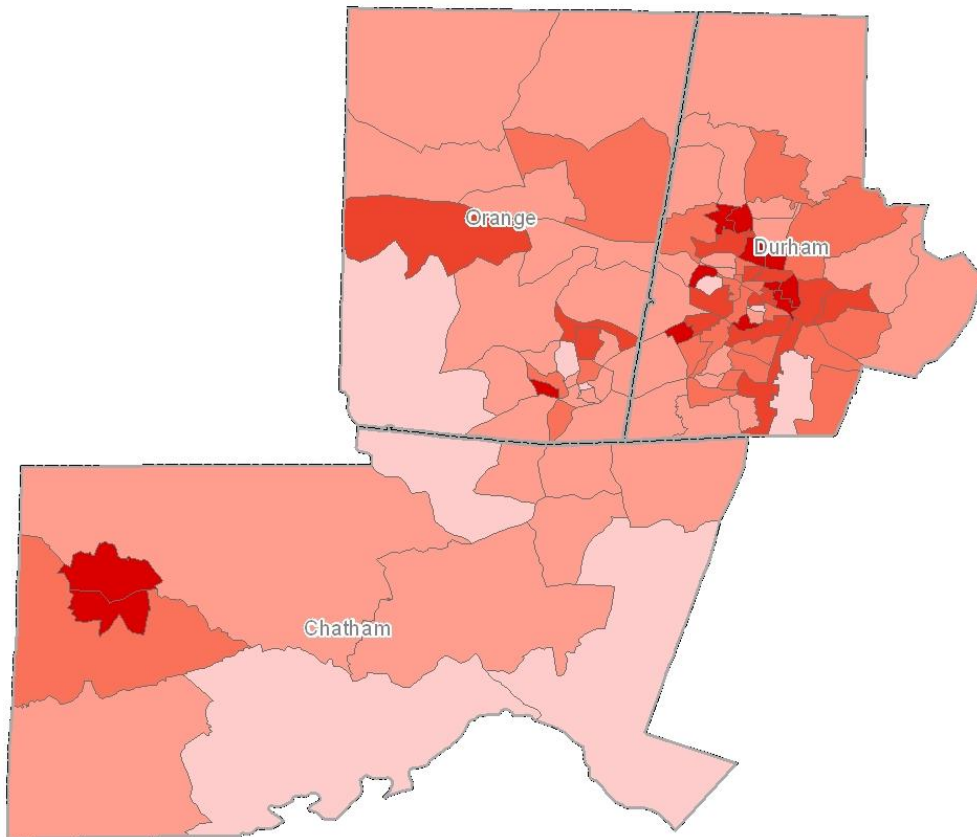
Average Household Size for Linguistically Isolated Households



Mean Household Income for Linguistically Isolated Households

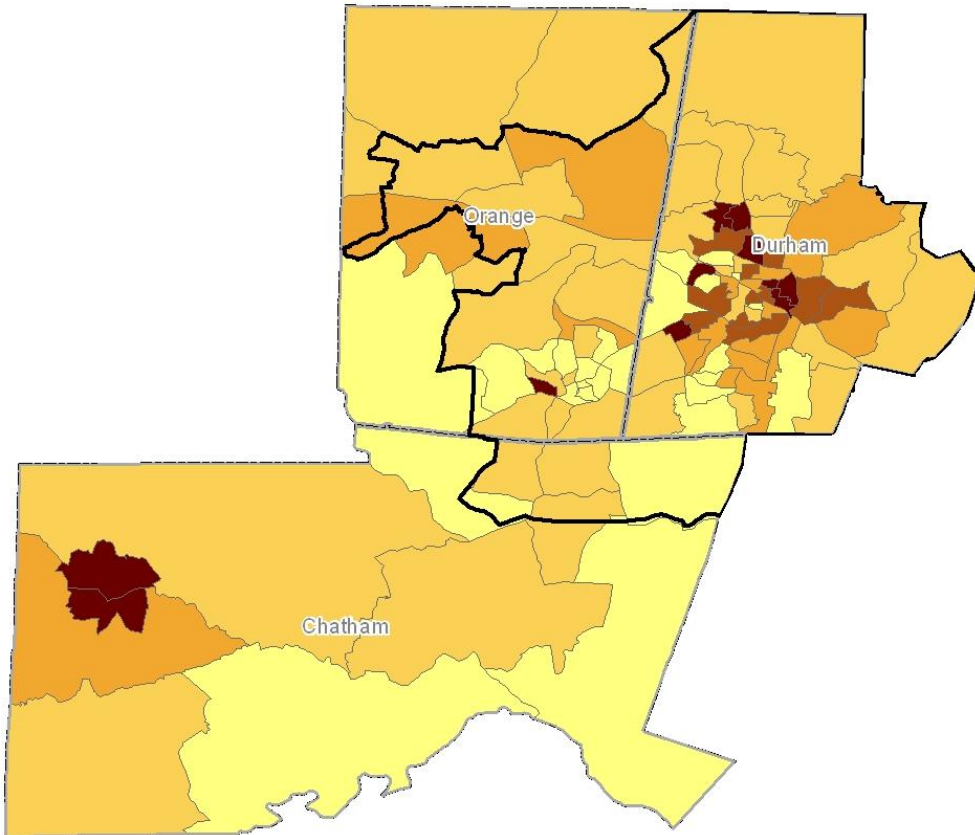


Percent of Census Tract Population with Limited English Proficiency



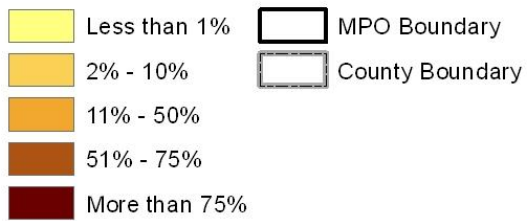
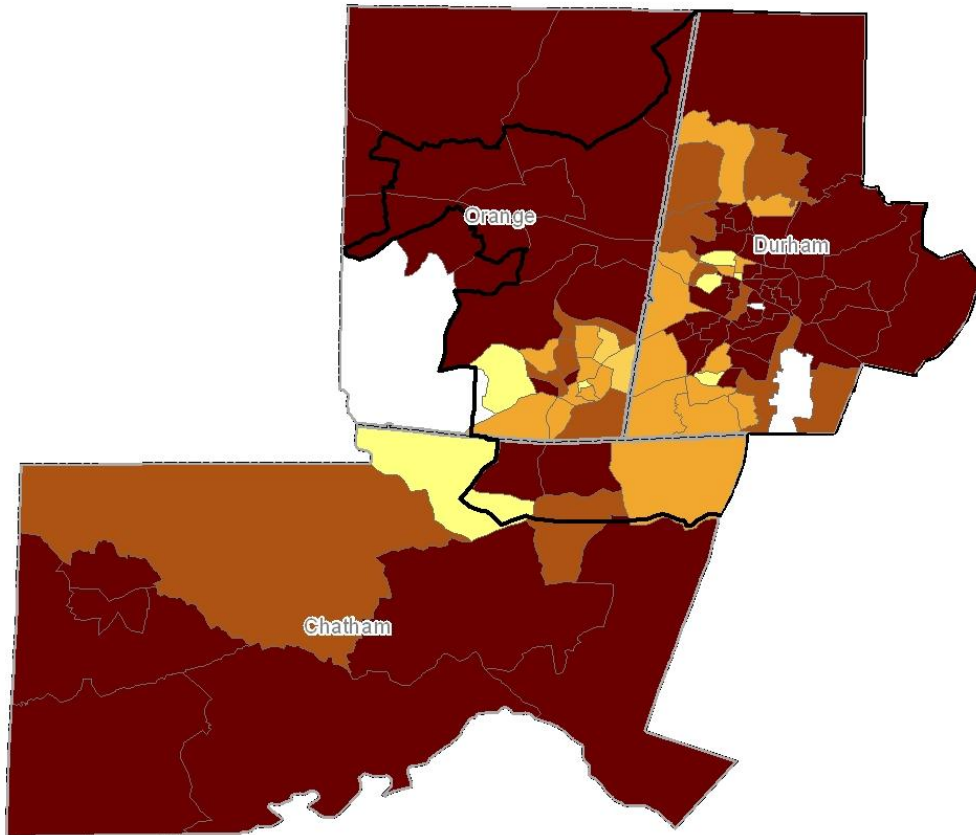
Durham Chapel Hill Carrboro MPO

Percent of Total Population that Speaks Spanish and has Limited English Proficiency



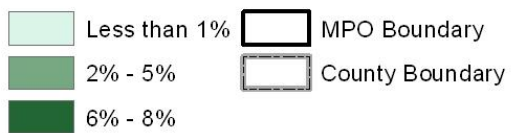
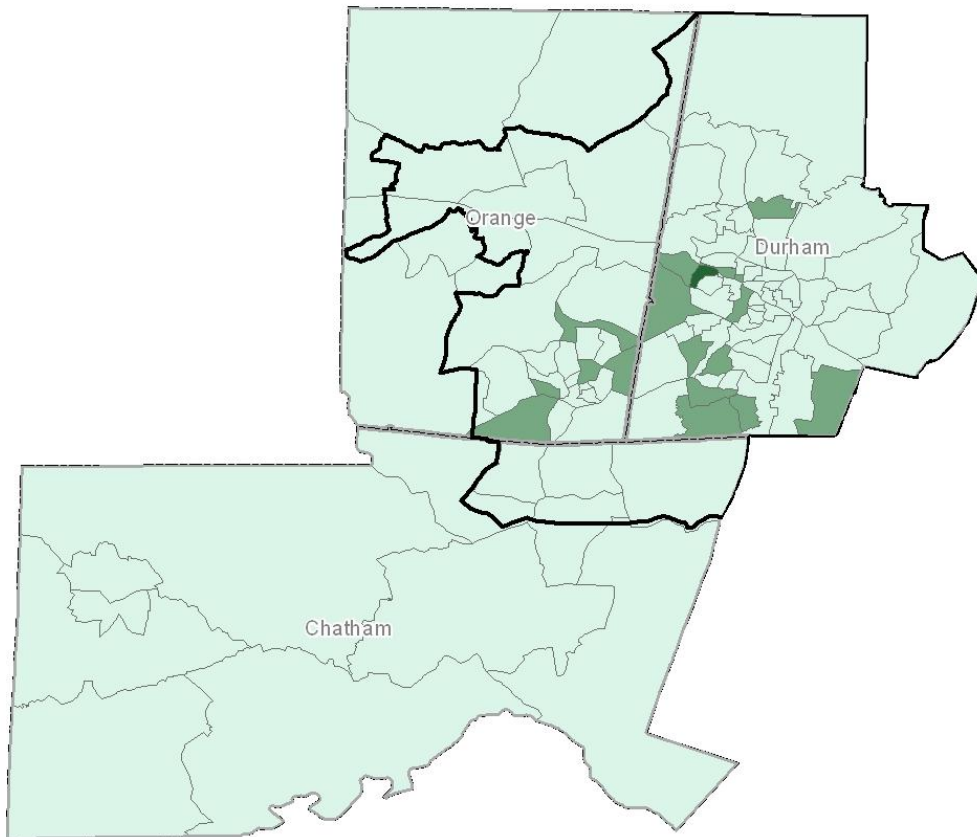
Durham Chapel Hill Carrboro MPO

Percent of LEP Population that Speaks Spanish



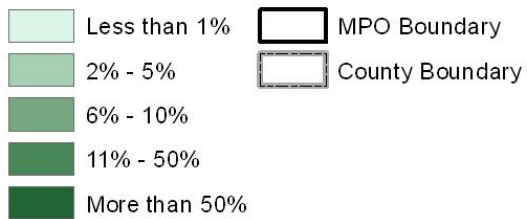
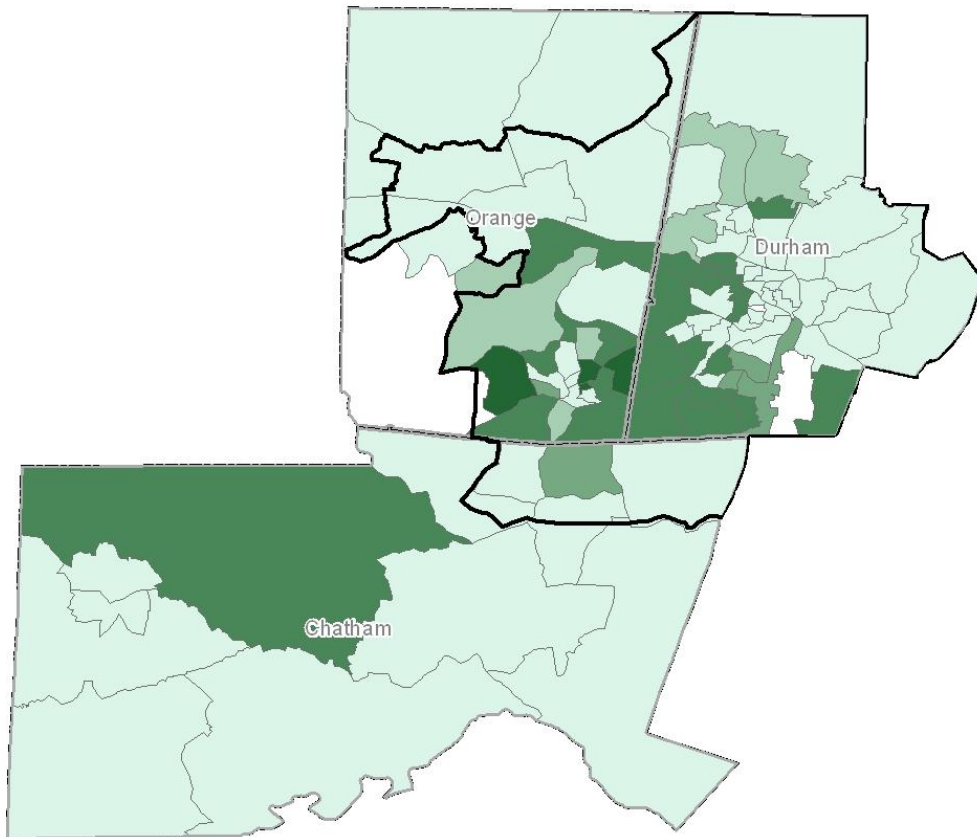
Durham Chapel Hill Carrboro MPO

Percent of Total Population that Speaks Chinese and has Limited English Proficiency



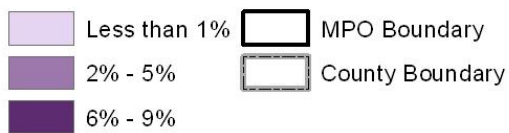
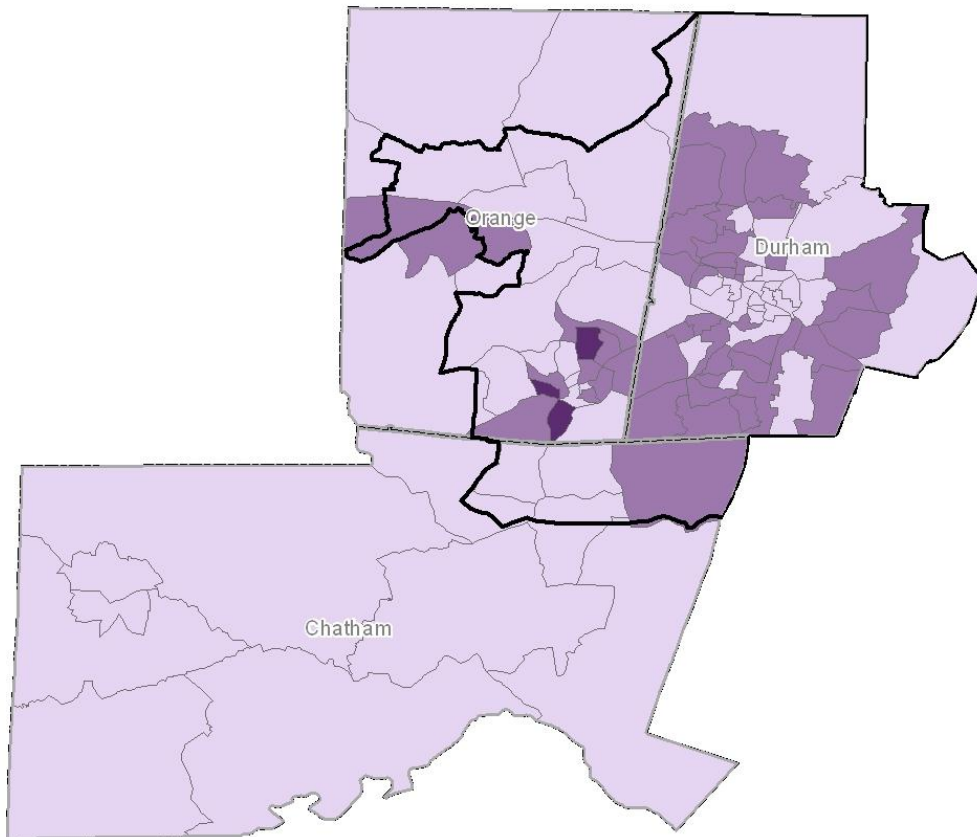
Durham Chapel Hill Carrboro MPO

Percent of LEP Population that Speaks Chinese



Durham Chapel Hill Carrboro MPO

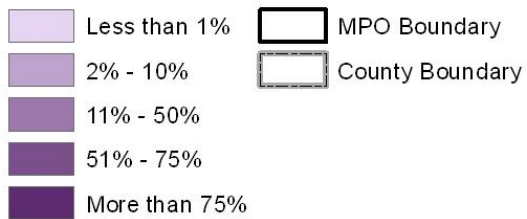
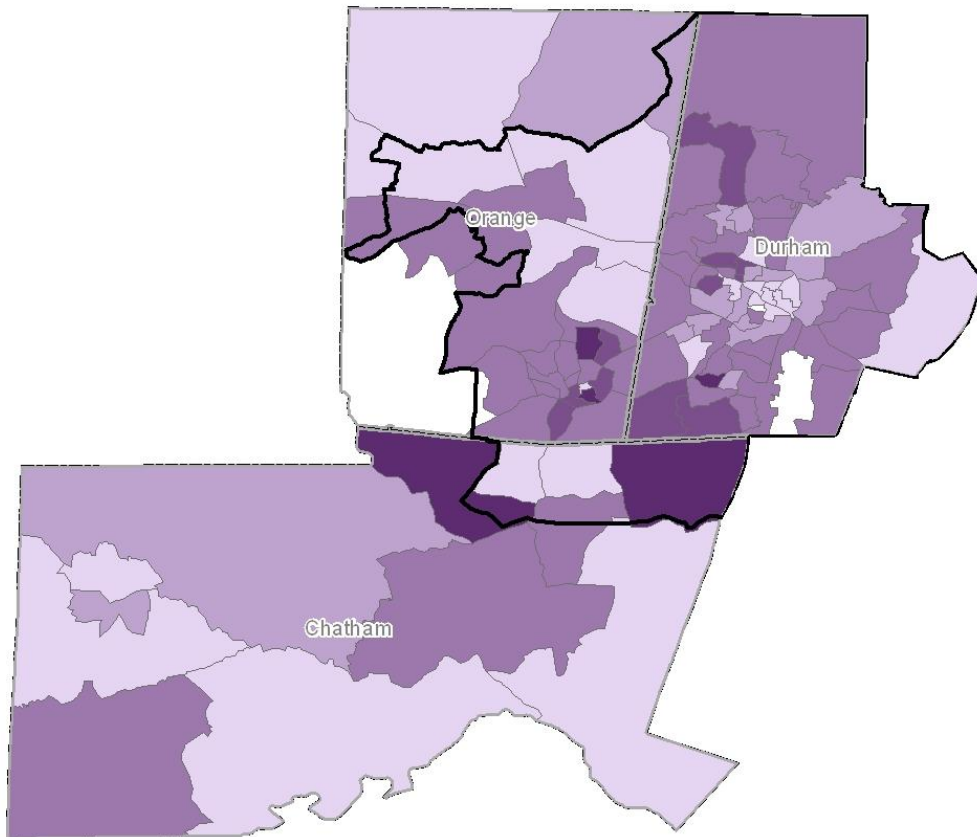
Percent of Total Population that Speaks Other Languages* and has Limited English Proficiency



* "Other languages" refers to any language other than English, Spanish, or Chinese.

Durham Chapel Hill Carrboro MPO

Percent of LEP Population that Speaks Other Languages*



* "Other languages" refers to any language other than English, Spanish, or Chinese.

Durham Chapel Hill Carrboro MPO

FACTOR 2: Frequency with which LEP individuals come in contact with DCHC MPO programs, activities, or services.

The DCHC MPO assesses the frequency at which staff has or could possibly have contact with LEP persons. This includes documenting phone inquiries and surveying public meeting attendees. No previous LEP requests have been received thus far. Documentation of LEP requests will be done annually upon implementation of the LEP plan. MPO transit operators also provide outreach to the Spanish population. Arrangements are made to provide translation when requested.

FACTOR 3: Nature and importance of the program, activity or service provided by the DCHC MPO to the LEP population.

The MPO ensures that all segments of the population, including LEP persons, have been involved, or have the opportunity to become involved, in the transportation planning process. The impact of proposed transportation investments on underserved and underrepresented population groups is part of the evaluation process for use of federal funds in three major areas: 1) an annual unified planning work program; 2) a seven-year transportation improvement program; 3) a long-range transportation plan covering 20+ years.

Inclusive public participation is a priority and other MPO plans studies and programs as well. The impacts of transportation improvements resulting from these planning activities do have an impact on all residents. Understanding and involvement are encouraged throughout the process. The MPO is concerned with input from all stakeholders, and every effort is made to make the planning process as inclusive as possible. Progress towards project planning and construction under the responsibility of NCDOT is coordinated with the MPO. NCDOT has its own policies to ensure that LEP individuals participate in the project planning.

To assess the nature and importance of the programs, activities, and services provided by DCHCMPO to LEP and general community, the DCHCMPO conducted an internal and external review:

Internal Review

Internally, DCHCMPO staff evaluated programs and services based on the DCHC MPO's function as the regional entity responsible for transportation planning in the DCHC MPO planning area, the potential public interest, and the impact upon the quality of life of the public by DCHC MPO functions. Per evaluation of DCHC MPO programs, documents, and services, it was determined the following documents could be seen as vital documents:

- Metropolitan Transportation Plan
- Transportation Improvement Plan
- Unified Planning Work Program
- Public Involvement Policy

Based on this evaluation and the language assessment in Factor 1 of the Four Factor analysis, the staff will seek partner organizations proficient in Spanish to provide information about DCHC MPO plans and programs. Translation and/or interpretation services, for Spanish and other languages, will be considered upon request and in coordination with partner agencies in the region. Furthermore, public meeting notices

would be classified as vital documents requiring translation services. To facilitate the translation process for public meeting notices, the staff will prepare a template for the selected primary LEP language.

If any notice or document bears a direct impact toward a localized population that meets or exceeds the LEP Safe Harbor clause, then the notice or document will be considered for translation as described previously, to include translating notices and key information contained within vital documents.

External Review

Externally, a public outreach effort within the identified language communities will be conducted. Community groups that work with the Spanish populations will be contacted for their input. In this outreach, the DCHC MPO staff will provide community groups a synopsis of what the primary purpose and functions of the Durham-Chapel Hill-Carrboro Metropolitan Planning Organization and ask what key issues, programs, services, are and activities they perceive are critical. These will be noted in the transportation planning process and sent forward to the appropriate agency and/or locality as applicable.

FACTOR 4: Resources available to the DCHC MPO and Overall Costs to Provide LEP Assistance

Given the size of the LEP population in the MPO's planning boundary and financial constraints, full translation of all transportation plan documents, except for vital documents (a document that contains information critical to obtaining federal funds or benefits), is not appropriate at this time. However, continued growth of our area and its Spanish-speaking population makes offering Spanish translation, in many areas, a good community investment; therefore, the MPO will make efforts to collaborate with state and local agencies to provide language translation and interpretation services where practical within the scope of funding available.

The MPO will use a "seven business day" notification statement in order to be most accommodating to the public. If the seven-day notice becomes impractical to meet LEP assistance requests, this LEP plan standard will be changed.

4 DCHC MPO Transit Operators LEP Initiatives

MPO transit operators are constantly looking for ways to improve communication and enhanced contact and accessibility with LEP patrons. Over the past several years, transit officials organized a public work sessions dedicated to LEP patrons who use their systems. Overall, an average 20 people mostly Spanish speaking attended. Others were from French Speaking Southeast Asia and Africa. The purpose of the meetings was to provide the patrons the opportunity to understand the transit system operations and also afford them insight into the language and outreach needs of the group.

Key Ideas from these meetings are summarized as follows:

- The importance of communicating with these groups through their children, most of whom speak both native languages and English.
- Incorporating images into our communications for those who prefer not to read whether it is in English or Spanish.
- Attending major festivals and events with space or booth to attract visitors - can have games

and/or giveaways.

- Using the radio to leverage communications. The radio stations are highly listened to while some are at home or on the jobs. We can work with the DJs to promote educational opportunity for public transit. The community looks up to the DJs.
- The introduction of the transit user advocates or ambassadors program as well as introduction of the Citizens meetings to afford riders the opportunity to provide input to various service initiatives that may impact LEP communities.

Other initiatives for improving communication with and accessibility for LEP residents are summarized below:

- A staff appearance on local Radio talk shows and community television, whose guest periodically include Spanish leaders in the community to discuss transit access issues.
- Appearance of City Staff on Spanish radio, providing project information in Spanish to listeners;
- An information booth with bilingual staff and project information at various communities and municipal events/festivals;
- Spanish advertisements published in local Spanish papers to announce all project public meetings.

4.1 Transit Regional Call Centers and LEP Outreach/Awareness

Transit operators in the Triangle Region teamed up and established a regional consolidated call center for Triangle residents to access transit service information from a single source. This center has been in operation for the past 5 years and is currently operated by the Triangle Transit. It has several customer service attendants who take live calls and answer patrons questions related to transit services in the Triangle Region. Over the past 5 years calls have more than quadruple. An increasing number of these calls now come from riders with Limited English Proficiency or LEP group. To assist this group the center constantly has a bilingual (English & Hispanic) call takers to assist the largest LEP population in the triangle –Spanish speaking population. Over the past 3 years non-English speaking calls have averaged 1% of all calls received, making it imperative for the service to acknowledge the importance of this population group. In the past two years there have been 185 calls originating from non-English speakers of mostly Spanish origin.

In addition to the live or voice response system transit operators and the Call Center periodically administers surveys asking patrons to indicate if there was other languages that needed to be covered. So far, French has been the only language that has been requested. Since the request came from a single source the individual was directed to a French-Speaking staff for direct assistance.

Quarter	Calls Received	Calls Answered	Calls Abandoned	Total % Calls Answered	Estimated Total LEP Calls
7/1/10 - 9/30/10	108,662	104,751	3,911	96.4%	109
10/1/10 - 12/31/10	124,500	117,166	7,334	94.1%	125
1/1/11 - 3/31/11	118,347	110,303	8,044	93.2%	118
4/1/11 - 6/30/11	116,413	110,769	5,644	95.2%	117
TOTAL	467,922	442,989	24,933	94.7%	469
FY10 Total	370,898	362,437	8,461	97.7%	371
% Change	26.2%	22.2%	194.0%	-3.1%	21%

Regional Call
Center FY2011

Phone Call Distribution by Individual Transit Systems

Agency	% of Calls*	Estimated Calls in FY11**
CAT	65.2%	303,892
DATA	13.9%	64,787
Triangle Transit	12.9%	60,126
Cary Transit	3.0%	13,983
Chapel Hill Transit	4.9%	22,839

*Based on a sample of over 70,000 phone calls received in 2011.

Customer Feedback Totals

Agency	Complaints	Commendations	Totals	LEP Estimates
CAT	628	29	657	3.0
DATA	424	19	443	4.0
Triangle Transit	393	45	438	4.0
Cary Transit	19	1	20	0.2
Chapel Hill Transit	101	6	107	0.1
Regional Call Center	27	14	41	0.3

4.2 Interpretation and Translation Services

Latino media outlets and television and radio stations, La Conexion, Que Pasa, Univison, Telefutera, La Ley and EL Centro, help provide translation and interpretation services to various MPO agencies and transit operators. These media outlets are typically used to resolve public safety needs, to assist with general interpretation and translation, to provide court-certified interpreters, to communicate with the audibly impaired, or to provide language proficiency testing for public safety personnel. Further, DCHC MPO member agencies use the aforementioned Latino media sources below to offer interpretation and translation services, mostly in Spanish free of charge to the City.

4.2.1 Bus Operators:

Currently, no official data is kept by bus drivers on interaction with LEP passengers. However, there are a number of current fixed route bus operators and Customer Service Representatives who are bilingual and who are constantly called upon to assist in the interpretation of various services to our Hispanic patrons as well as the dissemination of information to the same group.

4.2.2 Paratransit Operators:

The paratransit operators use mostly the services of the County Social Services which has translator resources for Hispanic community. The Department also works with Churches and with the Latino community organizations within the metropolitan area. Brochures, announcements and news about our paratransit program programs relating to our services are sent to this organization for dissemination of in the inbound calls coming through the our scheduler voice response system are sometimes sent to Spanish speaking customer service staffers. In very rare case do the paratransit system utilize Spanish speaking driver to provide assistance or by request this is because 99 percent of the paratransit (demand responsive) clients are English speaking patrons. In very rare occasions when a non-English Speaking client ask for a service our in-house Spanish speaking staff is able to offer that assistance.

4.2.3 Transit Security Police Unit

Transit police officers have interpreters available via the above mentioned services, and there are transit officers with fluent multilingual capabilities in Spanish. Generally, officers are taught limited Spanish phrases in BLET. Very few cases involving LEP patrons are reencountered especially in areas such as drugs, guns, robbery and fighting that demand immediate arrest, very few LEP encounters are recoded.

5 Meeting the LEP Requirements

Engaging the diverse population within the MPO boundaries is important. DCHCMPO is committed to providing quality services to all citizens, including the LEP population we serve. Spanish has been identified as, by far, the most dominant language spoken by LEP individuals in this MPO service area. All language access activities detail below will be coordinated in collaboration with the MPO board and staff.

5.1 Providing Notice to LEP Persons

The USDOT LEP guidance indicates that once an agency has decided, based on the four factors, to provide language services, it is important that the recipient notify LEP persons of service is available free of charge in languages LEP persons would understand. Examples of methods of notification include:

1. Stating in outreach documents that language services are available
2. Signage that free language assistance is available with advance notice
3. Working with community-based organizations and other stakeholders to inform LEP individuals of the MPO services and the availability of language assistance
4. Providing information as to the availability of translation services (free of charge) when advertising for public hearings and MPO-related workshops.

Other reasonable steps will depend on:

- The number and proportion of LEP persons potentially served by the program or activity and the variety of languages spoken in the service area.
- The frequency with which LEP individuals are affected by the program or activity.
- The importance of the effect of the program on LEP individuals.
- The resources available to the recipient and the urgency of the situation.
- The level of services provided to fully English proficient people.
- Whether LEP persons are being excluded from services or provided a lower level of services.
- Whether the recipient has adequate justification for restrictions, if any, on special language services or on speaking languages other than English.

DCHC MPO intends to take reasonable steps to make available interpreter services, free of charge, and to include, at a minimum, Spanish translators upon request of at least seven business days prior to MPO board and committee meetings, workshops, forums, or events. The MPO is defining an interpreter as a person who translates spoken language as opposed to a translator who translates written language and transfers the meaning of written text from one language into another. The MPO transit operators currently have interpretation and translation services as described in the transit section of this report. The Lead Planning Agencies will coordinate interpretation and translation efforts with transit operators.

5.2 Proposed Ongoing LEP Services include:

- Coordination with the appropriate MPO agencies to provide an interpreter for phone and/or walk-in customers.
- Coordination with Que Pasa newspaper to translate small documents - up to two pages.
- Coordination with the Gov. Morehead School to convert small documents - up to three pages - to Braille provided there is a seven day advance notice.
- Coordination with partner agencies and special needs organizations to meet requested needs.
- Creation of a list of inside and outside sources that can provide competent oral and written translation services
- Analysis of the cost of these services, if any
- Identification of potential budget and personnel limitations pertaining to these services
- When an interpreter is needed, either in person or on the telephone, we first determine which language is required. If a translator for the required language is not available or a formal interpretation is required, staff shall consider using a translation service company.

5.3 MPO Staff Training

Appropriate DCHC MPO (LPA) staff will be provided access to the LEP Plan and will be offered training on procedures and services available. Training topics will include:

- Understanding Title VI of the Civil Rights Act of 1964 and LEP responsibilities.
- LEP program responsibilities and obligations.
- Language assistance services offered.

- Use of LEP Language Assistance Cards (“*I Speak Cards*”).
- Documentation of language assistance requests.

Such training will be developed to ensure that staff is fully aware of LEP policies and procedures and are effectively able to work in person and/or by telephone with LEP individuals. Other MPO agencies’ staff will be provided with the LEP plan and will be educated on procedures and services available. An information brochure will be prepared and will establish meaningful access to information and services for LEP individuals and employees in public contact positions, especially those who will serve as translators for interpreters.

Signs will be posted that language assistance is available in public areas such as at DCHC MPO reception, conference room waiting areas, and the DCHC MPO website.

5.4 Outreach Techniques

- If DCHC MPO staff knows that they will be presenting a topic in a geographic location with a known concentration of LEP persons, DCHC MPO staff will make a concerted effort to have meeting notices, fliers, advertisements, or agendas printed in the alternative language. MPO staff will coordinate with local community groups to have someone available who can help interpret information at the meeting.
- When running a general public meeting notice in a geographic location that could be of potential importance to LEP persons or if staff will be hosting a meeting or a workshop, DCHC MPO staff will, to the extent possible, insert the following clause: “An interpreter will be available” in the predominant language. DCHC MPO staff will seek to coordinate with local community groups to have someone available who can help interpret information at the meeting.
- Include an LEP assistance statement when running general public meeting notices:

6 Language Assistance Measures & LEP Strategies

When an interpreter is needed, in person or on the telephone, DCHC MPO staff will first determine what language is required. DCHC MPO staff will provide the service if available. If not available, the request will be directed to the LEP Coordinator, who will check the MPO *LEP Employee Guide* to see what languages are offered. If the required is not available, the LEP coordinator will seek to address the request from the on-call. The following DCHC MPO documents will be available in Spanish:

- DCHC MPO LEP brochure.
- Nondiscrimination Complaint Form.
- Citizens Guide (Provides an overview of transportation planning processes).
- Additional translation and/or interpretation services will be considered upon request and in coordination with partner agencies in the region.

LEP Strategies for DCHC MPO Agencies

Agency	Telephone Services	Printed Material	In-Person Assistance	Media Ads	Web Info	Translation	Bus Drivers' Assistance	Citizen Advisory Committee
DCHC MPO - LPA	*	*	*	*	*	*		*
DATA	*	*	*	*	*	*	*	
Triangle Transit	*	*	*	*	*	*	*	
Chapel Hill Transit	*	*	*	*	*	*	*	
Chapel Hill	*	*				*		
Carrboro	*	*				*		
Durham City	*	*	*			*		
Durham County	*	*				*		
Hillsborough	*	*				*		
Chatham County	*	*				*		
Orange County	*	*				*		
Call Center	*							

7 Monitoring and Updating the LEP Plan

This plan is designed to be flexible and is one that can be easily updated. At a minimum, the MPO will update the LEP plan on a bi-annual basis. Each update should examine all plan components, such as:

- How many LEP persons were encountered?
- Were their needs met?
- What is the current LEP population of the MPO area by County?
- Has there been a change to the type of languages where translation services are needed?
- Have the MPO's available resources, such as technology, staff, and financial costs, changed?
- Has the MPO fulfilled the goals of the LEP plan?
- Were any complaints received?

The DCHC MPO will follow the Title VI Program monitoring and reporting schedule for the LEP Plan, which includes bi-annual reports to NCDOT and FHWA. Reports will address the following questions:

- How many LEP persons were encountered?
- What is the current LEP population in DCHC metropolitan area?
- Has there been a change in the languages where translation services are needed?
- Is there still a need for continued language assistance for previously identified DCHC MPO programs?
- Are there other programs that should be included?
- Have DCHC MPO available resources, such as technology, staff, and financial costs changed?

8 Website

The Lead Planning Agency and the MPO transit operators have websites for public outreach and information dissemination. The information is essentially in English. However bus maps and route schedules are provided and posted at the sites in both English and Spanish, the predominantly leading

language that most of our non English speaking patrons use. The MPO is in the process of updating the MPO website to include a Spanish page.

DCHC MPO staff will post the LEP Plan on its website at <http://www.dhcmpo.org>. Any person with Internet access will be able to view the plan. Copies of the LEP Plan will also be provided to the DCHC MPO member jurisdictions and interested parties upon request.

9. Assessment of Resource Availability for Ongoing LEP Implementation

The DCHC MPO assessment for available resources will be an ongoing activity. Initially, volunteer staff translators and interpreters will be identified. The Lead Planning Agency (LPA) staff will conduct outreach to identify volunteer interpreters, civic groups, and community organizations to further coordinate language assistance services.

The following sections provide more details about how DCHC MPO staff will provide assistance for persons of Limited English Proficiency, train staff, distribute LEP information to the public, and monitor the LEP plan.

- Examine records of requests for language assistance from past meetings and events to anticipate the possible need for assistance at upcoming meetings;
- Set up a sign-in sheet table at DCHCMPO-sponsored events, have a staff member greet and briefly speak to attendees to informally gauge the attendee's ability to speak and understand English;
- Have the Census Bureau's "*I Speak Cards*" at workshop or conference sign-in sheet table. While staff may not be able to provide translation assistance at this meeting, the cards are an excellent tool to identify language needs for future meetings;
- Assistance in the DCHC MPO reception area;

10 Dissemination of the MPO LEP Plan

The LEP plan will be posted on the MPO website at www.dhcmpo.org. Any person, including social service, nonprofit, and other community partners with Internet access, will be able to access the plan. For those without personal Internet service, County libraries offer free Internet access. Copies of the LEP plan will be provided to each member jurisdiction's personnel department, NCDOT, FHWA, FTA, and any person or agency requesting a copy. Each MPO sub recipient will be provided a copy and will be educated on the importance of providing language assistance.

Any questions or comments regarding this plan should be directed to the MPO staff:

Felix Nwoko, PhD, Transportation Planning Manager

DCHCMPO

101 City Hall Plaza

Durham, NC 27701

(919) 560-4366 Telephone

(919) 560-4561 Facsimile

felix.nwoko@durhamnc.gov E-mail

DCHC MPO Discrimination Complaint Procedure

Title VI of the civil rights act of 1964 as of today prohibits discrimination on the basis of race, color, national origin in programs and activities receiving federal financial assistance. As a sub recipient of NCDOT, the capillary MPO has in place the following discrimination complaint procedures:

1. Any person who believes that he or she or any specific class of persons has been subjected to discrimination or retaliation prohibited by title VI of the Civil Rights Act of 1964 as amended and related statutes may file a written complaint. All written complaints received by the capillary MPO shall be referred immediately by that MPO's title VI specialists will notify the complainant in writing of the final decision reached, including the proposed disposition of the matter. The notification will advise the complainant of his/her right to file a formal complaint with the NCDOT, EEO, if they are dissatisfied with the final decision rendered by the MPO. The MPO Title VI coordinator will also provide NCDOT Title VI coordinator with a copy of this decision and summary of findings.
2. The MPO title VI specialists will maintain a log of all verbal or written complaints received. The log will include the following information:
 - a. Name of complainant
 - b. Name of alleged discriminating official
 - c. Basis of complaint: i.e. , race, color, national origin, sex, age, disability, religion, familial status, or retaliation.
 - d. Date verbal or not written complaint was received by the MPO
 - e. Did the MPO Title VI coordinator notify the NCDOT, Title VI Coordinator as appropriate of the verbal or written complaints.
 - f. Explanation of the actions the MPO has taken or has proposed to take to resolve the allegations raised in the complaint.

Title VI of the Civil Rights Act of 1964, as amended, prohibits discrimination on the basis of race, color, or national origin. Subsequent laws and Presidential Executive Orders added handicap, sex, age, income status and limited English proficiency to the criteria for which discrimination is prohibited, in programs and activities receiving federal financial assistance. As a sub-recipient of federal assistance, the DCHCMPO has adopted a Discrimination Complaint Procedure as part of its Nondiscrimination Plan to comply with Title VI and associated statutes.

1. Any person who believes that he or she, individually, as a member of any specific class, or in connection with any disadvantaged business enterprise, has been subjected to discrimination prohibited by Title VI of the Civil Rights Act of 1964, as amended, or any nondiscrimination authority, may file a complaint with the DCHC MPO. A complaint may also be filed by a

representative on behalf of such a person. All complaints will be referred to the DCHC MPO Title VI Coordinator for review and action.

2. In order to have the complaint considered under this procedure, the complainant must file the complaint no later than 180 days after:
 - a. The date of the alleged act of discrimination; or
 - b. Where there has been a continuing course of conduct, the date on which that conduct was discontinued

In case, the recipient or his/her designee may extend the time for filing or waive the time limit in the interest of justice, specifying in writing the reason for so doing.

1. Complaints shall be in writing and shall be signed by the complainant and/or the complainant's representative. Complaints should set forth as fully as possible the facts and circumstances surrounding the claimed discrimination. In the event that a person makes a verbal complaint of discrimination to an officer or employee of the recipient, the person shall be interviewed by the Title VI Coordinator. If necessary, the Title VI Coordinator will assist the person in putting the complaint in writing and submit the written version of the complaint to the person for signature. The complaint shall then be handled in the usual manner.
2. Within 10 days, the DCHC MPO Title VI Coordinator will in acknowledge receipt of the allegation in writing, inform the complainant of action taken or proposed action to process the allegation, advise the respondent of their rights under Title VI and related statutes, and advise the complainant of other avenues of redress available, such as the North Carolina Department of Transportation (NCDOT) and the Federal Highway Administration (FHWA).
3. Within 10 days, a letter will be sent to the NCDOT, Civil Rights Division, and a copy to the FHWA Raleigh Division Office. This letter will list the names of the parties involved, the basis of the complaint, and the assigned investigator.
4. In the case of a complaint against the DCHC MPO, NCDOT Civil Right investigator will prepare a final investigative report and send it to the complainant, respondent (DCHC MPO person listed), the DCHC MPO Title VI Coordinator, and FHWA Raleigh office.
5. Within 60 days, the DCHC MPO Title VI Coordinator will conduct and complete an investigation of the allegation and based on the information obtained, will render a recommendation for action in a report of findings to the Executive Director of the recipient of federal assistance. The complaint should be resolved by informal means whenever possible. Such informal attempts and their results will be summarized in the report of findings.
6. Within 90 days of receipt of the complaint, the DCHC MPO Title VI Coordinator will notify the complainant in writing of the final decision reached, including the proposed disposition of the matter. The notification will advise the complainant of his/her appeal rights with NCDOT or the Federal Highway Administration (FHWA), if they are dissatisfied with the final decision rendered by the DCHC MPO. The DCHC MPO's Title VI Coordinator will also provide the NCDOT Civil Rights Office with a copy of the

determination and report findings.

7. In the case a nondiscrimination complaint that was originated at the DCHC MPO is turned over to and investigated by NCDOT, FHWA or another agency, the DCHC MPO Title VI Coordinator will monitor the investigation and notify the complainant of updates, in accordance with applicable regulations and NCDOT policies and procedures.
8. In accordance with federal law, the DCHC MPO will require that applicants of federal assistance notify the DCHC MPO of any law suits filed against the applicant or sub-recipients of federal assistance or alleging discrimination; and a statement as to whether the applicant has been found in noncompliance with any relevant civil rights requirements.
9. The DCHC MPO will submit Title VI accomplishment reports to the NCDOT, Civil Rights Office, in compliance with NCDOT's established processes.
10. The DCHC MPO will collect demographic data on staff, committees, and program areas in accordance with 23 CFR, 49 CFR and NCDOT's established procedures and guidelines.
11. Pursuant to the North Carolina Public Records Act, the DCHC MPO will retain Discrimination Complaint Forms and a log of all complaints filed with or investigated by the DCHC MPO.
12. Records of complaints and related data will be made available by request in accordance with the USDOT and North Carolina Freedom of Information Act.

Please provide the following information, necessary in order to process your complaint. Assistance is available upon request. Complete this form and mail or deliver to: DCHC MPO, The lead Planning City of Durham, Transportation, 101 City Hall Plaza, Durham, NC 27701.

If the complaint is against the DCHCMPO, you may complete this form and mail or deliver to: NCDOT

NCDOT
Civil Rights Manager,
Address1700
Raleigh, NC 27xxx.

For any questions, you can reach our office Monday-Friday from 8:00am to 4:30pm at (919) 560-4366, or you can email the DCHCMPO Title VI Coordinator at TitleVI-Coordinator@dchcmo.org.

MEMORANDUM

TO: Technical Coordinating Committee (TCC)
FROM: Lead Planning Agency
DATE: October 24, 2012
RE: 2012 STPDA Project Status Report

Several DCHC MPO STPDA funded projects that were programmed for 2012 have not been obligated. Attachment 8B displays the obligations for 2012 and 2013 projects.

Town of Carrboro Projects

Carrboro staff provided the following responses.

EL-4828 Morgan Creek Greenway \$374,120

PE is underway and the Town expects construction authorization in FY 2013. We've recently had a challenge in that a FEMA hydraulic analysis found that a bridge we were planning to build would not be permitted by FEMA. So we've had to shuffle around our PE efforts a bit.

U-4726DD Rogers Road Sidewalk \$363,960

PE was authorized in February 2011 and Notice to Proceed in March 2011. This is being managed by our Public Works Dept. After a lengthy negotiations process with the selected consultant, we hope to begin PE within the next 1-2 months

U-4726DE Bolin Creek Greenway (Homestead to Chapel Hill HS) \$531,000

\$104,388 was recently obligated for PE. This is more than the original \$59,000 programmed for PE. The Town has requested that the additional PE funding be taken from the construction phase. The database will be updated to reflect this. PE should be scheduled for 2012. Construction phase is expected to occur in FY 2013. We are about to have 90% plans, are finalizing a Right of Entry agreement with UNC for a portion of the path on UNC property, and are submitting the final CLOMR package to NC Floodplain Mapping.

U-4726Dx Bolin Creek Greenway (Jones Creek) \$214,700

We are currently in the process of some internal (Planning Dept.) conceptual planning for this project.

U-4726Dx S. Greensboro Sidewalk \$46,640

A local match for this project has not yet been identified.

Town of Chapel Hill Projects

The Town of Chapel Hill provided the project status update below.

U-4726Ix – Chapel Hill Sidewalks \$320,000

U-4726Ix – NC 86/Other locations of Pedestrian Safety Improvements \$150,000

On both projects we are coordinating with UNC over the timing for implementing the improvements since they are related to the Carolina North project. In addition, for the Estes Drive project we are also delaying until the completion of Estes Drive/MLK land use and transportation study is complete. The study is being undertaken by a workgroup to be appointed by the Town Council in November and they are expected to complete their work by May, 2013. The MLK improvements are on hold pending the decisions about the BRT alternatives analysis, which would include this section. The AA has been delayed pending guidance

U-5119 – NC 86/US 15-501 BRT Improvements \$452,000

The MPO already modified this project by moving it to FY 13 and changing it to T-5109 in a TIP amendment approved on September 12, 2012. CHT provided an explanation and schedule for the project at that time. The database will be updated to reflect this change.

City of Durham Projects

The City of Durham provided the project status updates below.

C-4928 – Morreene Road Bike/Ped Facilities \$1,148,000

Planning and design for this project (as well as U-4724 Cornwallis Road, U-4726HK Hillandale Road, and U-4726HO Carpenter Fletcher Road) are being done under project U-4727 (UPWP Planning). The City expects to award the contract for planning at the end of October. Construction for Morreene Road should be moved to 2014 (similar to the schedules for the other three projects).

The excess planning funds for U-4724 Cornwallis Road, U-4726HK Hillandale Road, and U-4726HO Carpenter Fletcher Road should be added to the construction funding for each of these projects. The database will be updated to reflect this.

SR-5001C – Fayetteville Street Safe Routes to School \$200,800

A portion of the project is in a FEMA floodplain. The City originally had planned to put in a standalone pedestrian bridge over the creek that would parallel Fayetteville Road. However, due to concerns about floodplain impacts, the decision was made (with concurrence from the NCDOT Division 5 office) to add a sidewalk across the existing culvert instead. In order to accommodate this design, it was believed that the grade of the travelled way of Fayetteville Street would need to be lowered. However, once the cost and ramifications of this design were considered (including traffic control, potential detours, etc.), the project design was further reviewed. In consultation with the Division 5 office and NCDOT Hydraulics, it has been determined that roadway grade does not need to be lowered. The project design is being

revised to reflect this change. It is anticipated that the cost and complexity of the project will be reduced considerably as a result.

In addition, NCDOT Division 5 has reviewed and approved the City's Plan for bike lanes on Fayetteville Street between Pilot Street and the NC Central University Campus. The street is in need of resurfacing, so the striping of bike lanes will likely be delayed until the street is resurfaced.

Next Tasks:

- Revise design and cost estimate.
- Submit revised plans to NCDOT for encroachment and permitting.
- Prepare Categorical Exclusion document
- Submit PS & E package to NCDOT.

Anticipated Project Dates

- Bid Project in 2013
- Complete Construction in 2014

U-4726HL – Sidewalk on Barbee Road \$15,680

U-4726HL – DATA Sidewalk \$15,840

Project design has been completed and submitted to NCDOT for review and permitting. Categorical Exclusion document is being prepared; once complete, PS&E package will be submitted to NCDOT.

Anticipated Project Dates

- Bid Project in 2013
- Complete Construction in 2013

U-4726Hx – Avondale Drive Sidewalk (I-85 to Geer) \$412,000

U-4726Hx – Cheek Road (Geer to Hardee) \$556,000

Both projects are currently being scoped and cost estimates prepared. It is anticipated that construction will be completed in 2014.

**DCHC MPO STP-DA FUNDING TABLE
By Jurisdiction**

Original Fund Type	STP-DA
Extended Program Year	2012

Programmed Funds						
Jurisdiction	TIP No	TIP No2	Project Phase/Type	Project Description	Total	
Carrboro	EL-4828	(blank)	Construction	Morgan Creek Greenway - Carrboro	\$374,120	
		(blank) Total			\$374,120	
	U-4726	DC	Construction	Multi-use path from Wilson Park to Estes Drive	\$177,119	
		DC Total			\$177,119	
		DD	Construction	Rogers Road - Sidewalk (Homestead to Meadow Run)	\$363,960	
		DD Total			\$363,960	
		DE	Construction	Bolin Creek Greenway - Carrboro (Homestead to Chapel Hill HS Greenway)	\$531,000	
		DE Total			\$531,000	
		DF	Construction	Bicycle Loop Detectors	\$30,000	
		DF Total			\$30,000	
		Dx	Construction	Bolin Creek Greenway (Jones Creek) S. Greensboro St. - Sidewalk	\$214,700 \$46,640	
		Dx Total			\$261,340	
	Chapel Hill	SR-5001	AR	Construction	CH-Culbreth Rd: Cobble Ridge to Rosburn sidewalk	\$108,000
			AR Total			\$108,000
U-4726		IG	Construction	Morgan Creek Greenway - Chapel Hill Morgan Creek Greenway Phase 2 - Chapel Hill -moved from Bolin Creek Greenway	\$560,000 \$750,000	
		IG Total			\$1,310,000	
		Ix	Construction	Bolin Creek Greenway - Chapel Hill Bolin Creek Greenway -funds moved for Morgan Creek Greenway CH-Chapel Hill Sidewalks NC86/other locations of Pedestrian Safety Improvements	\$750,000 (\$750,000) \$320,000 \$150,000	
		Ix Total			\$470,000	
		U-4727	(blank)	UPWP Amend.	FY 2012 UPWP Amend. #3	\$30,000
		(blank) Total				\$30,000
Chapel Hill Transit		TT-5109	(blank)	Capital	FCC Radio Communications (Upgrade fleet) FCC Radio Communications (Upgrade fleet)-moved to FY13 U-4727 section 5307 Technology: Automatic Passenger Counters	\$1,325,000 (\$325,000) \$44,649
			(blank) Total			\$1,044,649
	U-5119		(blank)	Construction	NC-86/US 15-501 BRT improvements	\$452,000
	(blank) Total				\$452,000	
DCHC MPO	U-4727	(blank)	UPWP	FY 2012 UPWP	\$1,533,665	
			UPWP Amend.	FY 2012 UPWP Amend. #1-Add planning/design for Durham construction projects FY 2012 UPWP Amend. #4 FY 2012 UPWP Amend. #4 move to FY13	\$412,800 (\$499,317) (\$412,800)	
		(blank) Total			\$1,034,348	
		Durham	C-4928	(blank)	Construction	Morreene Road-Bike/Ped Facilities (Neal to Erwin)
	Planning	Morreene Road-Bike/Ped Facilities (Neal to Erwin)		\$100,000		
	Planning/Design	Morreene Road-Bike/Ped Facilities (Neal to Erwin)-move funds to UPWP-U4727		(\$100,000)		
(blank) Total				\$1,148,000		
	E-2921e	(blank)		Construction	American Tobacco Trail Phase E - Durham, Durham County	\$4,135,377
	(blank) Total			\$4,135,377		
	SR-5001	C	Construction	Fayetteville Road (Cornwallis to Nelson) bicycle lanes and sidewalks	\$200,800	
C Total					\$200,800	

**DCHC MPO STP-DA FUNDING TABLE
By Jurisdiction**

Original Fund Type	STP-DA
Extended Program Year	2012

Programmed Funds					
Jurisdiction	TIP No	TIP No2	Project Phase/Type	Project Description	Total
Durham	U-4724	(blank)	Planning/Design	Cornwallis Road - Bike/Ped Facilities (S. Roxboro to University or C. H.)	\$255,000
				Cornwallis Road - Bike/Ped Facilities (S. Roxboro to University or C. H.)-move to UPWP- U4727	(\$190,800)
		(blank) Total		\$64,200	
	U-4726	Hk	Planning/Design	Hillandale-Bike/Ped Facilities (I-85 to Fulton)	\$157,858
				Hillandale-Bike/Ped Facilities (I-85 to Fulton)-move to UPWP - U4727	(\$96,000)
		Hk Total		\$61,858	
		HL	Construction	Barbee Rd. (Orindo to Pearstown Elementary) Sidewalk	\$15,680
				DATA Sidewalk	\$15,840
		HL Total		\$31,520	
		HO	Planning/Design	Carpenter Fletcher-Bike/Ped Facilities (Woodcroft to Alston)	\$255,000
				Carpenter Fletcher-Bike/Ped Facilities (Woodcroft to Alston)-move to FY12 UPWP	(\$76,000)
		HO Total		\$179,000	
		Hx	Construction	Avondale - Sidewalk (I-85 to Geer)	\$412,000
				Cheek - Bike/Ped Facilities (Geer to Hardee)	\$556,000
		Hx Total		\$968,000	
Durham Area Transit	TG-4958	(blank)	Capital	Passenger amenities	\$86,274
		(blank) Total		\$86,274	
	TT-5110	(blank)	Capital	Technology: Automatic Passenger Counters	\$78,792
	(blank) Total			\$78,792	
NCDOT	EB-4707	B	Right of Way	Old Durham-Chapel Hill Road-Chapel, Durham	\$511,200
		B Total		\$511,200	
Triangle J COG	U-4727	(blank)	UPWP	FY 2012 UPWP	\$55,200
				FY 2012 UPWP-Amendment #2 -deobligation	(\$20,000)
		(blank) Total		\$35,200	
Triangle Transit	TT-4911	(blank)	Capital	Technology: Automatic Passenger Counters	\$39,396
		(blank) Total		\$39,396	
Grand Total					\$13,726,153

**DCHC MPO STP-DA FUNDING TABLE
By Jurisdiction**

Original Fund Type	STP-DA
Extended Program Year	2013

Programmed Funds						
Jurisdiction	TIP No	TIP No2	Project Phase/Type	Project Description	Total	
Carrboro	U-4726	Dx	Construction	Bel Arbor-Plantation Acres Multi-use Path	\$67,000	
		Dx Total				\$67,000
Chapel Hill	U-4726	IF	Construction	Bolin Creek Stairs - Chapel Hill	\$100,000	
				Bolin Creek Stairs - Chapel Hill-move Morgan Creek Greenway	(\$100,000)	
		IF Total				\$0
		IG	Construction	Morgan Creek Greenway Phase 2 - Chapel Hill -moved from Bolin Creek Greenway	\$100,000	
		IG Total				\$100,000
DCHC MPO	U-4727	ix	Construction	NC86/other locations of Pedestrian Safety Improvements	\$150,000	
		ix Total				\$150,000
		(blank)	UPWP	FY 2013 UPWP	\$1,989,851	
				FY 2013 UPWP-add planning/design for Durham construction projects	\$412,800	
(blank) Total				\$2,402,651		
NCDOT	EB-4707	(blank)	Preliminary Engineering	Old Durham-Chapel Hill Road-Chapel, Durham-partial obligation	\$333,456	
		(blank) Total				\$333,456
		B	Right of Way	Old Durham-Chapel Hill Road-Chapel, Durham-partial obligation	\$1,900,800	
		B Total				\$1,900,800
Grand Total					\$4,953,907	

**DCHC MPO STP-DA FUNDING TABLE
By Jurisdiction**

TCC 10/24/2012 Attachment 8A

Original Fund Type	STP-DA
Extended Program Year	2014

Programmed Funds					
Jurisdiction	TIP No	TIP No2	Project Phase/Type	Project Description	Total
DCHC MPO	U-4727	(blank)	UPWP	FY 2014 UPWP	\$720,370
		(blank) Total			\$720,370
Durham	U-4724	(blank)	Construction	Cornwallis Road - Bike/Ped Facilities (S. Roxboro to University or C. H.)	\$1,661,000
		(blank) Total			\$1,661,000
	U-4726	Hk	Construction	Hillandale-Bike/Ped Facilities (I-85 to Fulton)	\$894,529
		Holloway Street Sidewalks			\$125,685
		Hk Total			\$1,020,214
		HO	Construction	Carpenter Fletcher-Bike/Ped Facilities (Woodcroft to Alston)	\$684,773
HO Total			\$684,773		
NCDOT	EB-4707	B	Construction	Old Durham-Chapel Hill Road-Chapel, Durham	\$3,200,000
		B Total			\$3,200,000
Grand Total					\$7,286,357

**DCHC MPO STP-DA FUNDING TABLE
By Jurisdiction**

TCC 10/24/2012 Attachment 8A

Original Fund Type	STP-DA
Extended Program Year	2015

Programmed Funds					
Jurisdiction	TIP No	TIP No2	Project Phase/Type	Project Description	Total
DCHC MPO	U-4727	(blank)	UPWP	FY 2015 UPWP	\$741,836
		(blank) Total			\$741,836
Grand Total					\$741,836

Original Fund Type	STP-DA
Extended Program Year	2012

DCHC MPO STP-DA FUNDING TABLE
By Jurisdiction

TCC 10/24/2012 Attachment 8B

Jurisdiction	TIP No	TIP No2	Project Phase/Type	Project Description	Data			
					Programmed Funds	Obligation Amount		
Carrboro	EL-4828	(blank)	Construction	Morgan Creek Greenway - Carrboro	\$374,120			
		(blank) Total			\$374,120			
	U-4726	DC	Construction	Multi-use path from Wilson Park to Estes Drive	\$177,119	\$177,119		
		DC Total			\$177,119	\$177,119		
		DD	Construction	Rogers Road - Sidewalk (Homestead to Meadow Run)	\$363,960			
		DD Total			\$363,960			
		DE	Construction	Bolin Creek Greenway - Carrboro (Homestead to Chapel Hill HS Greenway)	\$531,000			
		DE Total			\$531,000			
		DF	Construction	Bicycle Loop Detectors	\$30,000	\$6,000		
		DF Total			\$30,000	\$6,000		
		Dx	Construction	Bolin Creek Greenway (Jones Creek) S. Greensboro St. - Sidewalk	\$214,700 \$46,640			
		Dx Total			\$261,340			
		Chapel Hill	SR-5001	AR	Construction	CH-Culbreth Rd: Cobble Ridge to Rossburn sidewalk	\$108,000	\$108,000
				AR Total			\$108,000	\$108,000
U-4726	IG		Construction	Morgan Creek Greenway - Chapel Hill Morgan Creek Greenway Phase 2 - Chapel Hill -moved from Bolin Creek Greenway	\$560,000 \$750,000	\$560,000 \$750,000		
	IG Total			\$1,310,000	\$1,310,000			
	Ix		Construction	Bolin Creek Greenway - Chapel Hill	\$750,000			
				Bolin Creek Greenway -funds moved for Morgan Creek Greenway	(\$750,000)			
				CH-Chapel Hill Sidewalks	\$320,000			
				NC86/other locations of Pedestrian Safety Improvements	\$150,000			
	Ix Total			\$470,000				
U-4727	(blank)		UPWP Amend.	FY 2012 UPWP Amend. #3	\$30,000	\$0		
	(blank) Total			\$30,000	\$0			
Chapel Hill Transit	TT-5109	(blank)	Capital	FCC Radio Communications (Upgrade fleet) FCC Radio Communications (Upgrade fleet)-moved to FY13 U-4727 section 5307 Technology: Automatic Passenger Counters	\$1,325,000 (\$325,000) \$44,649	\$1,325,000 (\$325,000) \$44,649		
		(blank) Total			\$1,044,649	\$1,044,649		
		U-5119	(blank)	Construction	NC-86/US 15-501 BRT improvements	\$452,000		
	(blank) Total			\$452,000				
	DCHC MPO	U-4727	(blank)	UPWP	FY 2012 UPWP	\$1,533,665	\$1,533,665	
			UPWP Amend.	FY 2012 UPWP Amend. #1-Add planning/design for Durham construction projects FY 2012 UPWP Amend. #4 FY 2012 UPWP Amend. #4 move to FY13	\$412,800 (\$499,317) (\$412,800)	\$412,800 (\$499,317) (\$412,800)		
(blank) Total				\$1,034,348	\$1,034,348			
Durham			C-4928	(blank)	Construction	Morreene Road-Bike/Ped Facilities (Neal to Erwin)	\$1,148,000	
				Planning	Morreene Road-Bike/Ped Facilities (Neal to Erwin)	\$100,000		
			Planning/Design	Morreene Road-Bike/Ped Facilities (Neal to Erwin)-move funds to UPWP-U4727	(\$100,000)			
(blank) Total				\$1,148,000				
Durham	E-2921e	(blank)	Construction	American Tobacco Trail Phase E - Durham, Durham County	\$4,135,377	\$4,135,377		
		(blank) Total			\$4,135,377	\$4,135,377		
	SR-5001	C	Construction	Fayetteville Road (Cornwallis to Nelson) bicycle lanes and sidewalks	\$200,800			
		C Total			\$200,800			
	U-4724	(blank)	Planning/Design	Cornwallis Road - Bike/Ped Facilities (S. Roxboro to University or C. H.) Cornwallis Road - Bike/Ped Facilities (S. Roxboro to University or C. H.)-move to UPWP- U4727	\$255,000 (\$190,800)			
		(blank) Total			\$64,200			
		U-4726	Hk	Planning/Design	Hillandale-Bike/Ped Facilities (I-85 to Fulton)	\$157,858		
	Hillandale-Bike/Ped Facilities (I-85 to Fulton)-move to UPWP - U4727				(\$96,000)			

Original Fund Type	STP-DA
Extended Program Year	2012

DCHC MPO STP-DA FUNDING TABLE
By Jurisdiction

TCC 10/24/2012 Attachment 8B

Jurisdiction	TIP No	TIP No2	Project Phase/Type	Project Description	Data			
					Programmed Funds	Obligation Amount		
Durham	U-4726	Hk Total			\$61,858			
		HL	Construction	Barbee Rd. (Orindo to Pearstown Elementary) Sidewalk DATA Sidewalk	\$15,680			
		HL Total			\$31,520			
		HO	Planning/Design	Carpenter Fletcher-Bike/Ped Facilities (Woodcroft to Alston) Carpenter Fletcher-Bike/Ped Facilities (Woodcroft to Alston)-move to FY12 UPWP	\$255,000	(\$76,000)		
		HO Total			\$179,000			
		Hx	Construction	Avondale - Sidewalk (I-85 to Geer) Cheek - Bike/Ped Facilities (Geer to Hardee)	\$412,000	\$556,000		
		Hx Total			\$968,000			
		Durham Area Transit	TG-4958	(blank)	Capital	Passenger amenities	\$86,274	\$86,274
				(blank) Total			\$86,274	\$86,274
			TT-5110	(blank)	Capital	Technology: Automatic Passenger Counters	\$78,792	\$78,792
		(blank) Total			\$78,792	\$78,792		
NCDOT	EB-4707	B	Right of Way	Old Durham-Chapel Hill Road-Chapel, Durham	\$511,200	\$511,200		
		B Total			\$511,200	\$511,200		
Triangle J COG	U-4727	(blank)	UPWP	FY 2012 UPWP FY 2012 UPWP-Amendment #2 -deobligation	\$55,200	\$55,200		
		(blank) Total			\$35,200	\$35,200		
Triangle Transit	TT-4911	(blank)	Capital	Technology: Automatic Passenger Counters	\$39,396	\$39,396		
		(blank) Total			\$39,396	\$39,396		
Grand Total					\$13,726,153	\$8,566,355		

Original Fund Type	STP-DA
Extended Program Year	2013

DCHC MPO STP-DA FUNDING TABLE
By Jurisdiction

TCC 10/24/2012 Attachment 8B

Jurisdiction	TIP No	TIP No2	Project Phase/Type	Project Description	Data	
					Programmed Funds	Obligation Amount
Carrboro	U-4726	Dx	Construction	Bel Arbor-Plantation Acres Multi-use Path	\$67,000	
		Dx Total			\$67,000	
Chapel Hill	U-4726	IF	Construction	Bolin Creek Stairs - Chapel Hill	\$100,000	
				Bolin Creek Stairs - Chapel Hill-move Morgan Creek Greenway	(\$100,000)	
		IF Total			\$0	
		IG	Construction	Morgan Creek Greenway Phase 2 - Chapel Hill -moved from Bolin Creek Greenway	\$100,000	
		IG Total			\$100,000	
		ix	Construction	NC86/other locations of Pedestrian Safety Improvements	\$150,000	
ix Total			\$150,000			
DCHC MPO	U-4727	(blank)	UPWP	FY 2013 UPWP	\$1,989,851	
				FY 2013 UPWP-add planning/design for Durham construction projects	\$412,800	
		(blank) Total			\$2,402,651	
NCDOT	EB-4707	(blank)	Preliminary Engineering	Old Durham-Chapel Hill Road-Chapel, Durham-partial obligation	\$333,456	\$112,224
		(blank) Total			\$333,456	\$112,224
		B	Right of Way	Old Durham-Chapel Hill Road-Chapel, Durham-partial obligation	\$1,900,800	\$808,800
		B Total			\$1,900,800	\$808,800
Grand Total					\$4,953,907	\$921,024

Jurisdiction	TIP No	TIP No2	Project Description	Project Cost	Federal Funding for Project	Project Phase/Type	Original Program Year	Extended Program Year	Requested Program Year	Notes
Carrboro	EL-4828		Morgan Creek Greenway - Carrboro	\$467,650.00	\$374,120.00	Construction	2011	2012	2013	
Carrboro	U-4726	DD	Rogers Road - Sidewalk (Homestead to Meadow Run)	\$536,200.00	\$363,960.00	Construction	2012	2012	2013	
Carrboro	U-4726	DE	Bolin Creek Greenway - Carrboro (Homestead to Chapel Hill HS Greenway)	\$663,750.00	\$531,000.00	Construction	2011	2012	2013	
Carrboro	U-4726	Dx	Bolin Creek Greenway (Jones Creek)	\$268,375.00	\$214,700.00	Construction	2011	2012	Based on Staff Response Unlikely to be 2013	
Carrboro	U-4726	Dx	S. Greensboro St. - Sidewalk	\$58,300.00	\$46,640.00	Construction	2012	2012	Based on Staff Response Unlikely to be 2013	
Chapel Hill	U-4726	Ix	CH-Chapel Hill Sidewalks	\$400,000.00	\$320,000.00	Construction	2011	2012	Based on Staff Response Unlikely to be 2013	
Chapel Hill	U-4726	Ix	NC86/other locations of Pedestrian Safety Improvements	\$187,500.00	\$150,000.00	Construction	2011	2012	Based on Staff Response Unlikely to be 2013	
Chapel Hill	U-4726	Ix	NC86/other locations of Pedestrian Safety Improvements	\$187,500.00	\$150,000.00	Construction	2012	2013	Based on Staff Response Unlikely to be 2013	
Chapel Hill Transit	U-5119		NC-86/US 15-501 BRT improvements	\$565,000.00	\$452,000.00	Construction	2012	2012	Already approved to be in 2013. Database will be updated.	TIP number changed to T-5109
Durham	C-4928		Morreene Road-Bike/Ped Facilities (Neal to Erwin)	\$1,435,000.00	\$1,148,000.00	Construction	2010	2012	2014	TIP already has Construction programmed in 2014. Database will be updated.
Durham	SR-5001	C	Fayetteville Road (Cornwallis to Nelson) bicycle lanes and sidewalks	\$251,000.00	\$200,800.00	Construction	2011	2012	2013	
Durham	U-4726	HL	Barbee Rd. (Orindo to Pearstown Elementary) Sidewalk	\$19,600.00	\$15,680.00	Construction	2010	2012	2013	
Durham	U-4726	HL	DATA Sidewalk	\$19,800.00	\$15,840.00	Construction	2010	2012	2013	
Durham	U-4726	Hx	Avondale - Sidewalk (I-85 to Geer)	\$515,000.00	\$412,000.00	Construction	2012	2012	2014	
Durham	U-4726	Hx	Cheek - Bike/Ped Facilities (Geer to Hardee)	\$695,000.00	\$556,000.00	Construction	2012	2012	2014	

MEMORANDUM

To: Transportation Advisory Committee (TAC)
DCHC MPO

From: DCHC MPO Lead Planning Agency

Date: October 10, 2012

Subject: **Lead Planning Agency (LPA) Staff Report**

This memorandum provides a summary status of tasks for projects in the FY 2011-2012 Unified Planning Work Program.

- Indicates that task is ongoing and not complete.
- ✓ Indicates that task is complete.

FY 2011- 2012 Unified Planning Work Program (UPWP) – Projects

Town of Carrboro Transportation Study/Main Street Road Diet

- ✓ Consultant selected
- ✓ Scope development/contract negotiation complete
- ✓ Data Collection to commence in September 2011 – Analysis Underway

Town of Hillsborough Downtown Transportation Study

- ✓ Consultant selected
- ✓ Scope development/contract negotiation complete
- ✓ Data Collection to commence in September 2011 – Analysis Underway

2040 Long Range Transportation Plan MTP (LRTP)

- ✓ LRTP Schedule/Timeline TAC Approval – August 2011
- ✓ Socio-economic and demographic data analysis completed
- ✓ LRTP Public Involvement plan – March/April/May 2012
- ✓ LRTP Goals and Objectives – March/April/May 2012
- ✓ Approval of LRTP Targets - March/April/May 2012
- ✓ Deficiency Analysis – June 2012
- ✓ Socio-economic Forecasts – June 2012
- ✓ Land use Scenario – August 2012
- Alternative Analysis – ongoing
- MTP (LRTP) Preferred Option – September 2012
- Draft MTP (LRTP) Recommendation – December 2012
- Air Quality analysis and Conformity Adopted - January 2013 - February 2013
- Approval of MTP (LRTP) and Conformity determination - April/May 2013
- Technical report and implementation

Comprehensive Transportation Plan (CTP)

- Draft CTP –Depends on NCDOT Schedule
- Public Input

- Recommended CTP
- Adopted CTP - September 2012
- 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 – May 11, 2010
- ✓ Documentation and Final Presentation – June 2010
- ✓ Local agency review – ongoing
- ✓ Additional study to address issues raised during public comment
- ✓ Phase 2 – Draft plan completed
- ✓ Study completion – June 2012

GIS/Data Integration and Automation

- ✓ Phase I completed. Internal review and implementation in progress
- ✓ Phase I deployment
- Phase 2 – underway
- Phase 2 Database development – ongoing

Land-use Model Development

- ✓ Multi-year project in progress
- ✓ Phase 1 completed
- ✓ Sensitivity analysis and testing in progress
- ✓ Data development in on-going
- Phase 2- Parcel level model for DCHC
 - ✓ Initial database – TBD
 - Initial model estimation – TBD
 - Initial calibration – TBD

MPO Parking Survey and Study (postponed)

- Parking model specification
- Regional Coordination and planning
- Draft scope of services
- Request for Proposal notice

- Consultant selection
- Council contract approval
- Project commences

MPO Community Viz. Scenarios Planning and Visualization

- ✓ Project kick- off in November 2010 – completed
- ✓ Data collection – completed
- ✓ Build Scenario Planning Tool
- ✓ Develop and approve Place Typology – Place Type Palette – completed
- ✓ Focus Group Meetings – completed
- ✓ Trend Forecasts
- ✓ Partnering Strategy
- ✓ Build Development Strategy
- ✓ Rationalize Scenarios
- Land use and Transportation MOEs
- Documentation/Protocol Report

MPO Congestion Management Process CMP

- ✓ CMP Procedure Plan approval – completed
- ✓ FHWA Approval of CMP procedure plan – August 2011
- ✓ CMP data requirement collection plan – Fall of 2011
- ✓ CMP Data collection and monitoring – ongoing
- ✓ CMP implementation – ongoing
- State- of Systems Report – December 2012
- Evaluation of effective of CMP projects and funded projects - ongoing

MPO Safety and Security Plan

- ✓ Action Plan and schedule to be completed in September 2011

Update of the MPO Public Involvement consistent with Federal Certification Review

- ✓ Action Plan and schedule completed in September 2011

MPO Title VI/Environmental Justice (EJ)/Limited English Proficiency (LEP) Plan

- ✓ Action Plan and schedule completed in September 2011

MPO Climate Change (Sustainability Adaptation) Plan/ Update of Greenhouse Emissions Plan

- ✓ Action Plan and schedule completed in September 2011

MPO Freight Plan and Integration

- ✓ Action Plan and schedule completed in September 2011

**DURHAM-CHAPEL HILL-CARRBORO METROPOLITAN PLANNING ORGANIZATION
2013-2014 UNIFIED PLANNING WORK PROGRAM (UPWP) DEVELOPMENT SCHEDULE**

The tentative development schedule for the 2013-14 UPWP is presented below. The work program will contain new initiative for FY2014 and a continuation of the FY2013 initiatives and emphasis areas. The schedule provides for the coordination of the UPWP development with the local member governments' budget process.

DATES	DCHC MPO ACTIVITY DESCRIPTION
31-Oct-12	MPO funding request sent out to member agencies
30-Nov-12	Deadline for funding request to be submitted to MPO by member agencies.
December 2012 - February 2013	Development of Draft 2013-2014 UPWP and coordinating with local agencies continues.
27-Feb-13	TCC receives Draft 2013-2014 UPWP.
13-Mar-13	TAC receives Draft 2013-2014 UPWP
February - March 2012	LPA staff coordinates with member jurisdictions budget process for local matching funds.
27-Mar-13	TCC recommends Draft 2013-2014 UPWP to be released for Public Comment
30-Mar-13	NCDOT PTD receives draft copy of FY2014 UPWP
10-Apr-13	TAC reviews Draft 2013-2014 UPWP & releases for public comments
24-Apr-13	TCC hold public hearing TCC recommends that TAC adopt FINAL FY2013-2014 TCC recommends MPO completes self-certification UPWP planning process
8-May-13	TAC adopts FINAL 2012-2013 UPWP and self certifies MPO planning process; FTA & NCDOT to receive final FY2013 UPWP.
10-May-13	Final FY2012-2103 UPWP submitted to NCDOT/FHWA for approval.

DCHC MPO						
FY2012-2013 UPWP AMENDMENT SCHEDULE						
Amendment	Funding Type	Deadline for submission to MPO	TCC Action Date	TAC Action Date	Submittal Date to NCDOT	Submittal to NCDOT-PTD and/or FTA
FY13 - AM#1	PL/STP-DA/5303	9-Nov-12	28-Nov-12	12-Dec-12	14-Dec-12	14-Dec-12
FY13 - AM#	PL/STP-DA/5303	7-Dec-12	19-Dec-12	9-Jan-13	11-Jan-13	11-Jan-13
FY13 - AM#	PL/STP-DA/5303	11-Jan-13	23-Jan-13	13-Feb-13	15-Feb-13	15-Feb-13
FY13 - AM#	PL/STP-DA/5303	8-Feb-13	27-Feb-13	13-Mar-13	8-Mar-13	8-Mar-13
FY13 - AM#	5307 (reallocation only)	10-May-13	22-May-13	12-Jun-13	~~	14-Jun-13
FY13 - AM#	5307 (reallocation only)	12-Jul-13	24-Jul-13	14-Aug-13	~~	16-Aug-13

Contract Number: C201994 **Route:** NC-147
Physical Division: 5 **County:** Durham
Administrative Division: 15 **TIP Number:** U-4763B
Length: 4.2 miles **Federal Aid Number:** TIFIA-540(2)
Resident Engineer: D. Brian Harrington, PE **RE Phone Number:** (919)836-4873
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: C202164 **Route:** SR-1959
Physical Division: 5 **County:** Durham
Administrative Division: 5 **TIP Number:** U-4011
Length: 0.767 miles **Federal Aid Number:** STP-1959(3)
Resident Engineer: Mark W. Luther, PE **RE Phone Number:** (919)220-4680
Location Description: SR-1959 (S MIAMI BLVD) FROM SOUTH OF SR-2112 (METHODIST ST) TO NORTH OF SR-1960 (BETHESDA AVE).
Type of Work: GRADING, DRAINAGE, PAVING & SIGNALS.
Contractor Name: TRIANGLE GRADING & PAVING, INC
Contract Amount: \$4,666,751.41 **Cost Overrun/Underrun:** -5.41%
Availability Date: 6/27/2011 **Letting Date:** 5/17/2011
Completion Date: 7/13/2012 **Work Began:** 7/13/2011
Revised Completion Date: **Estimated Completion:** 9/17/2012
Last Estimate Thru: 9/15/2012 **Scheduled Progress:** 100%
Last Estimate Paid: 9/25/2012 **Actual Progress:** 100%

Contract Number: C202340 **Route:** SR-1321
Physical Division: 5 **County:** Durham
Administrative Division: 5 **TIP Number:** U-3804
Length: 1.07 miles **Federal Aid Number:** STM-0505(50)
Resident Engineer: Mark W. Luther, PE **RE Phone Number:** (919)220-4680
Location Description: SR-1321 (HILLANDALE RD) FROM I-85 TO NORTH OF SR-1407 (CARVER AVE).
Type of Work: GRADING, DRAINAGE, PAVING, AND SIGNAL.
Contractor Name: REA CONTRACTING A DIVISION OF THE LANE CONSTRUCTION CORPORAT
Contract Amount: \$4,222,625.78 **Cost Overrun/Underrun:** 23.92%
Availability Date: 8/30/2010 **Letting Date:** 7/20/2010
Completion Date: 6/15/2012 **Work Began:** 9/30/2010
Revised Completion Date: **Estimated Completion:** 11/30/2012
Last Estimate Thru: 9/7/2012 **Scheduled Progress:** 100%
Last Estimate Paid: 9/17/2012 **Actual Progress:** 85.05%

Contract Number: C202436 **Route:** SR-1322, US-70
Physical Division: 5 **County:** Durham
Administrative Division: 5 **TIP Number:** B-3638, R-5164F
Length: 1.233 miles **Federal Aid Number:** BRSTP-70B(2)
Resident Engineer: Mark W. Luther, PE **RE Phone Number:** (919)220-4680
Location Description: BRIDGE OVER CAMPUS DR AND APPROACHES ON US-70 BUS AND US-70 BUS (MAIN ST) FROM NINTH ST TO BUCHANAN ST.
Type of Work: GRADING, DRAINAGE, PAVING, SIGNALS AND STRUCTURE.
Contractor Name: DEVERE CONSTRUCTION COMPANY, INC
Contract Amount: \$1,969,734.20 **Cost Overrun/Underrun:**
Availability Date: 7/30/2012 **Letting Date:** 6/19/2012
Completion Date: 3/18/2014 **Work Began:** 9/17/2012
Revised Completion Date: **Estimated Completion:**
Last Estimate Thru: **Scheduled Progress:**
Last Estimate Paid: **Actual Progress:**

Contract Number: C202507 **Route:** I-540
Physical Division: 5 **County:** Durham
Administrative Division: 15 **TIP Number:** R-2635, U-4763B
Length: 18.8 miles **Federal Aid Number:** TIFIA-540(2)
Resident Engineer: Jason R. Peterson, PE **RE Phone Number:** (919)571-3000
Location Description: NC-540 FROM NC-55 NEAR APEX TO NC-54 NEAR RTP AND NC-147 FROM I-40 TO

<p>NC-540. Type of Work: DESIGN-BUILD LANDSCAPING. Contractor Name: SOUTHERN GARDEN, INC. Contract Amount: \$4,800,000.00 Cost Overrun/Underrun: Availability Date: 8/15/2011 Letting Date: 4/21/2011 Completion Date: 7/1/2015 Work Began: 8/15/2011 Revised Completion Date: Estimated Completion: Last Estimate Thru: Scheduled Progress: Last Estimate Paid: Actual Progress:</p>	
<p>Contract Number: C202610 Route: NC-147 Physical Division: 5 County: Durham Administrative Division: 5 TIP Number: R-5164D Length: 6.8 miles Federal Aid Number: STM-0147(3) Resident Engineer: Cadmus Capehart, PE RE Phone Number: (919)840-0914 Location Description: NC-147 FROM NORTH OF SR-1322 (BROAD ST) TO NORTH OF SR-2028 (TW ALEXANDER BLVD). Type of Work: DIAMOND GRINDING, CONC PVT SLAB REMOVAL & SHOULDER RECONST. Contractor Name: FSC II LLC DBA FRED SMITH COMPANY Contract Amount: \$4,274,880.20 Cost Overrun/Underrun: 33.53% Availability Date: 3/15/2011 Letting Date: 9/21/2010 Completion Date: 11/1/2011 Work Began: 3/15/2011 Revised Completion Date: Estimated Completion: 8/30/2012 Last Estimate Thru: 8/7/2012 Scheduled Progress: 100% Last Estimate Paid: 8/15/2012 Actual Progress: 96.8%</p>	
<p>Contract Number: C202875 Route: I-540 Physical Division: 5 County: Durham Administrative Division: 5 TIP Number: I-5307, I-5310 Length: 17.133 miles Federal Aid Number: IM-0540(23) Resident Engineer: Cadmus Capehart, PE RE Phone Number: (919)840-0914 Location Description: I-540 FROM I-40 OVERPASS TO TRIANGLE TOWN BLVD, AND TRIANGLE TOWN BLVD FROM I-540 TO NEW ASPHALT PAVEMENT JOINT. Type of Work: MILLING, RESURFACING, SHOULDER RECONST, AND STR REHAB. Contractor Name: FSC II LLC DBA FRED SMITH COMPANY Contract Amount: \$8,384,157.45 Cost Overrun/Underrun: -6.54% Availability Date: 2/27/2012 Letting Date: 1/17/2012 Completion Date: 11/15/2012 Work Began: 2/27/2012 Revised Completion Date: Estimated Completion: 11/15/2012 Last Estimate Thru: 9/22/2012 Scheduled Progress: 85% Last Estimate Paid: 9/27/2012 Actual Progress: 83.21%</p>	
<p>Contract Number: C202918 Route: SR-1002, SR-1400, SR-1628 SR-1669, SR-1675 Physical Division: 5 County: Durham Administrative Division: 5 TIP Number: Length: 6.09 miles Federal Aid Number: Resident Engineer: Mark W. Luther, PE RE Phone Number: (919)220-4680 Location Description: 5 SECTIONS OF SECONDARY ROADS. Type of Work: MILLING, RESURFACING & SHOULDER RECONSTRUCTION. Contractor Name: CAROLINA SUNROCK LLC Contract Amount: \$1,398,321.31 Cost Overrun/Underrun: 0.93% Availability Date: 4/2/2012 Letting Date: 1/17/2012 Completion Date: 6/29/2012 Work Began: 6/5/2012 Revised Completion Date: Estimated Completion: 8/22/2012 Last Estimate Thru: 7/31/2012 Scheduled Progress: 100% Last Estimate Paid: 8/7/2012 Actual Progress: 95.43%</p>	
<p>Contract Number: C202928 Route: NC-54, SR-1103, SR-1107 SR-1171, SR-1815, SR-1902 SR-1911, SR-1926, SR-1945 SR-1977 Physical Division: 5 County: Durham Administrative Division: 5 TIP Number: Length: 13.57 miles Federal Aid Number: Resident Engineer: Cadmus Capehart, PE RE Phone Number: (919)840-0914 Location Description: NC-54 FROM NC-55 TO WEST OF DAVIS DR AND 10 SECTIONS OF SECONDARY ROADS. Type of Work: WIDENING, MILLING, RESURFACING, AND SHOULDER RECONSTRUCTION.</p>	

<p>Contractor Name: CAROLINA SUNROCK LLC Contract Amount: \$3,634,988.89 Availability Date: 3/12/2012 Completion Date: 11/9/2012 Revised Completion Date: Last Estimate Thru: 9/15/2012 Last Estimate Paid: 9/20/2012</p>	<p>Cost Overrun/Underrun: 0.11% Letting Date: 1/17/2012 Work Began: 8/20/2012 Estimated Completion: 11/9/2012 Scheduled Progress: 68% Actual Progress: 33.43%</p>
<p>Contract Number: C202995 Physical Division: 5 Administrative Division: 5 Length: 0 miles Resident Engineer: Mark W. Luther, PE Location Description: BRG# 195 SR-1675, 16 US-15, 35 US-158, 43 SR-1103, 44 NC-96, 45 NC-56, 50 SR-1127, 54 SR-1135, 57 SR-1192 & 193 SR-1671. Type of Work: BRIDGE PRESERVATION Contractor Name: TAYLOR & MURPHY CONSTRUCTION CO, INC Contract Amount: \$3,034,500.45 Availability Date: Completion Date: Revised Completion Date: Last Estimate Thru: Last Estimate Paid:</p>	<p>Route: - County: Durham TIP Number: Federal Aid Number: RE Phone Number: (919)220-4680 Cost Overrun/Underrun: Letting Date: 4/17/2012 Work Began: Estimated Completion: Scheduled Progress: Actual Progress:</p>
<p>Contract Number: C203117 Physical Division: 5 Administrative Division: 5 Length: 32.362 miles Resident Engineer: Chad D. Hinnant Location Description: 23 SECTIONS OF SECONDARY ROADS. Type of Work: WIDENING, MILLING, RESURFACING, AND SHOULDER GRADING. Contractor Name: REA CONTRACTING A DIVISION OF THE LANE CONSTRUCTION CORPORAT Contract Amount: \$5,803,217.05 Availability Date: 8/27/2012 Completion Date: 5/31/2013 Revised Completion Date: Last Estimate Thru: Last Estimate Paid:</p>	<p>Route: SR-1005, SR-1008, SR-1630 SR-1631, SR-1834, SR-1945 SR-2000, SR-2002, SR-2005 SR-2010, SR-2015, SR-2100 SR-2162, SR-2217, SR-2232 SR-2234, SR-2329, SR-2349 SR-2406, SR-3015, SR-3099 SR-3555 County: Durham TIP Number: Federal Aid Number: RE Phone Number: (919)733-9499 Cost Overrun/Underrun: Letting Date: 7/17/2012 Work Began: 9/4/2012 Estimated Completion: Scheduled Progress: Actual Progress:</p>
<p>Contract Number: DE00019 Physical Division: 5 Administrative Division: 5 Length: 0.225 miles Resident Engineer: Mark W. Luther, PE Location Description: NC 55 (ALSTON AVE) AT EAST LAWSON STREET Type of Work: GRADING, PAVING, CURB AND GUTTER, SIDEWALK, SIGNALS, SIGNING Contractor Name: TRIANGLE GRADING & PAVING, INC Contract Amount: \$615,467.55 Availability Date: 5/1/2012 Completion Date: 8/1/2012 Revised Completion Date: 8/9/2012 Last Estimate Thru: 7/31/2012 Last Estimate Paid: 8/8/2012</p>	<p>Route: NC-55 County: Durham TIP Number: W-5110 Federal Aid Number: STP-0055(40) RE Phone Number: (919)220-4680 Cost Overrun/Underrun: 0.28% Letting Date: 3/28/2012 Work Began: 5/1/2012 Estimated Completion: 8/29/2012 Scheduled Progress: 100% Actual Progress: 72.08%</p>
<p>Contract Number: DE00030 Physical Division: 5 Administrative Division: 5 Length: 0 miles Resident Engineer: Cadmus Capehart, PE Location Description: I-40 AND I-85 Type of Work: Dynamic Message Sign Replacement Contractor Name: ALS OF NORTH CAROLINA, INC.</p>	<p>Route: I-40, I-85, SR-1728 County: Durham TIP Number: R-4049R Federal Aid Number: STP-000S(416) RE Phone Number: (919)840-0914</p>

Contract Amount: \$641,917.55	Cost Overrun/Underrun:
Availability Date: 6/4/2012	Letting Date: 5/9/2012
Completion Date: 2/28/2013	Work Began:
Revised Completion Date:	Estimated Completion:
Last Estimate Thru:	Scheduled Progress:
Last Estimate Paid:	Actual Progress:

Contract Number: DO00069	Route: NC-147
Physical Division: 5	County: Durham
Administrative Division: 5	TIP Number: BK-5102G
Length: 0 miles	Federal Aid Number: BRNHS-0147(4)
Resident Engineer: Cadmus Capehart, PE	RE Phone Number: (919)840-0914
Location Description: BRIDGES #12, 71, 137, 154, 156, AND 169 ON NC-147.	
Type of Work: BRIDGE PAINTING.	
Contractor Name: S & D INDUSTRIAL PAINTING, INC.	
Contract Amount: \$922,562.15	Cost Overrun/Underrun: -0.55%
Availability Date: 7/11/2011	Letting Date: 8/19/2010
Completion Date: 11/7/2011	Work Began: 7/16/2012
Revised Completion Date: 8/28/2012	Estimated Completion: 9/15/2012
Last Estimate Thru: 8/31/2012	Scheduled Progress: 85%
Last Estimate Paid: 9/7/2012	Actual Progress: 93.34%

ACTIVE NCDOT PROJECTS LOCATED IN DCHC MPO- ARRA

County	TIP/WBS #	Description	Let Date	Completion Date	Status	Cost	Comments
rev 10/2/12							
Orange	ER-5100 GE	Landscape planting on US 15-501@ SR 1734 (Erwin Rd./Europa Dr.)	11/24/2009	4/30/2012	All work complete; final inspection held	\$65,000	ARRA
Orange	U-3306 34913.3.ST1 STM-1733 (16)	Grading, drainage, paving, signals, curb and gutter, and retaining wall on SR 1733 (Weaver Dairy Rd.) from NC 86 to Old Sterling Road	7/20/2010	6/15/2013	72%	\$13.4 million	ARRA
Orange	U-4704	Computerized Traffic Signal System for Chapel Hill-Carrboro	9/15/2009	10/26/2012	96% complete	\$5.175 million	ARRA
NCDOT PROJECTS CURRENTLY IN 12 MONTH LETTING LIST							
County	TIP #	Description	Let Date	Completion Date	Status	Cost	Comments

ACTIVE NCDOT PROJECTS LOCATED IN DCHC MPO-NON ARRA

County	TIP/WBS #	Description	Let Date	Completion Date	Status	Cost	Comments
Orange	36945	Upgrade traffic signal with mast arm and install pedestrian signal heads on SR 1010 (Franklin St.) @ Mallette St.	11/4/2010	Fall 2012	Complete	\$173,000.00	Small Construction/ Town of Chapel Hill
Orange	48096	Town of Chapel Hill to replace existing grates to standard 830.03 D Type E Catch Basin Bicycle Safe Grate on NC 86 (MLK Blvd) from Sr 1010 (Franklin Street) to SR 1777 (Homestead Road)	NCDOT Forces	End of year	Work to start the week of October 8th	\$20,000.00	Small Contruction Funds
Orange	43640.1.1	#####			Preliminary Planning	\$1,000.00	Spot Safety
ALAMANCE/ ORANGE	17BP.7.P.2	Bridge Deck Preservation - BRIDGES 38, 41, 51, 52, 121, AND 293 IN ALAMANCE COUNTY; BRIDGE #6 on US 70 Bus.#59 on NC 86, and #81, & #82 on I-85 in ORANGE COUNTY	5/15/2012	6/30/2013	Work in progress	\$2.8 million	Bridge Preservation
Orange	C-4932 A	Construct a Transit Shelter at the Park and Ride Lot for DTCC in Hillsborough and install bike racks on Orange Public Transportation buses	5/17/2011	July	Complete	\$20,275	CMAQ
Orange	EL-4828 / 40245.1.1 & 40245.3.1	Design & construction of multi-use pedestrian /bicycle path along Morgan Creek from Smith Level Road to the Weatherhill Pointe neighborhood & construct a multi-use pedestrian /bicycle path along Morgan Creek from Smith Level road west to the Berryhill Neighborhood .			Design	\$149,880 / \$655,000	30% complete

ACTIVE NCDOT PROJECTS LOCATED IN DCHC MPO-NON ARRA

Orange	ER-2971 G 3607.3.09	Widen roadway, install curb and gutter and construct sidewalk along SR 1750 (Estes Drive) between Burlage Circle and SR 1010 (Franklin Street)		10/3/2012	A request for extension of MA was sent on September 14, 2012 to NCDOT.	\$200,000.00	Small Construction/ STP-Division Enhancement
Orange	ER-2971 G 3607.3.13	Construct sidewalks on SR 1900 (Mason Farm Road) from US 15/501 (Fordham Blvd.) to Highland Woods Road			Municipal Agreement is being signed by the Town and will be mailed next week to NCDOT. Work will be completed within 3 months after NCDOT execute the MA.	\$30,000.00	Division Enhancement
Orange	SR-5000 S 40922.1.18 PE	Education, encouragement, evaluation, and neighborhood outreach for Carrboro Elementary School	N/A	N/A	Municipal Agreement with Town; program underway	\$12,865	Safe Routes to Schools
Orange	SR-5001 AE	Construct 870 linear feet of 5' sidewalk on Elm Street from existing sidewalk near Weaver Street to Shelton Street in Carrboro	2/21/2012	Complete, doing final paper work	Const. =99% compl.;	\$300,000.00	SRTS
Orange	SR-5001 AR	Construct 320' of 5' sidewalk on Culbreth Road between Cobbleridge Rd. in Chapel Hill and Rossburn Rd. in Carrboro	4/12/2012	Fall 2012	Started Sept. 13th	\$55,000 SRTS/\$108,000 STPDA	SRTS/STP-DA
Orange	SS-4907 U 42205.2 42205.1 42171	Improve sight distance on SR 1710 by lowering the crest vertical curve on the westbound approach to the intersection of SR 1710 (Old NC 10) @ SR 1713 (Mt. Herman Church Road)	N/A	Fall 2012	Construction done, waiting on thermo to be placed	\$320,000	Spot Safety-State
Orange	SS -4907 V 42423.3 42423.1	Realign intersection of SR 1005 (Old Greensboro Rd.) @ SR 1951 (White Cross Rd.)	Let 12/20/12		R/W issues	\$198,000	Spot Safety-State

ACTIVE NCDOT PROJECTS LOCATED IN DCHC MPO-NON ARRA

Orange	U-4726 DC	Wilson Park Multi-Use Path	6/7/2012	Nov. 26, 2012	40% cpmplete	\$39,262.65 PE \$129,431.35 C	STPDA
Orange	U-4726 DD	Construct sidewalk on Rogers Road from Homestead Road to Meadowrun Ct.	5/1/2013		Municipal Agreement with Town of Carrboro; Design underway-need to coordinate with District for developer project at Purefoy Rd.	\$67,025 PE \$469,175 C	STPDA
Orange	U-4726 DE	Construct Bolin Creek Multi-use Path from Homestead Road to Chapel Hill High School	1/1/2013		Municipal Agreement with Town of Carrboro for construction (replaces EL-4994) Design underway	\$59,000 PE	STPDA
Orange	U-4726 DF	Bicycle detection at Signalized Intersections	10/18/2012	FFY 2013	Municipal Agreement with Town of Carrboro	\$36,000	STP-DA
Orange	U-4726 IF	Design and install stairs from the sidewalk on the north side of Franklin St. to the Bolin Creek Trail	N/A	N/A	Supplemental agreement to remove construction; Town to pay for construction	\$20,000 PE	STPDA
Orange	U-4726 IG	Construct 10' wide greenway from existing Fan Branch Trail near Culbreth Rd. and US 15/501 to Phase I	7/24/2012		Started this fall	\$1,310,000	STPDA
Orange	W-5207 E 45337.1.5 PE	Installation of a roundabout on SR 1734 (Erwin Rd.) and SR 1791 (Mt. Moriah Rd.) near Chapel Hill	Revised to 8/2012	12/31/2012- to be revised	Consultant design-R/W staking complete for acquisition	\$450,000	High Hazard Safety
NCDOT PROJECTS CURRENTLY IN 12 MONTH LETTING LIST							
County	TIP #	Location Description	Est. Let Date	Completion Date	Status	Cost	Comments

ACTIVE NCDOT PROJECTS LOCATED IN DCHC MPO-NON ARRA

Durham/ Orange	EB-4707	Bicycle improvements(Bikeway and signals) on Durham/ Chapel Hill (SR 1838/SR 2220)from SR 1116 (Garrett Road) in Durham County to US 15-501 in Orange County				\$4.0 million	Delayed R/W to 8/12 and Construction to 9/13 to allow City to secure increased funding
Orange	U-0624	Corridor upgrade on NC 86 (S. Columbia St.)including Bicycle lanes from SR 1906 (Purefoy Rd.) to SR 1902 (Manning Dr.)	10/16/2012			\$4.2 million	STP
Orange	U-2803	Widening of SR 1919 (Smith Level Road) from Rock Haven Road to Bridge# 88 over Morgan Creek	12/18/2012			\$3,7 million	
Orange	W-5318	GRADE, DRAIN, AND PAVE NC 86 FROM NC 57 TO CASWELL COUNTY LINE GEOMETRIC IMPROVEMENT, PAVED SHOULDERS AND RUMBLE STRIPS; Resurfacing	1/15/2013	Fall 2013	In Design	\$4.75 million	Remove centerline rumble strpes per JMM