

# FY 2019



National Capital Region  
**Transportation Planning Board**

**Work Program Progress Report**

**JANUARY 2019**

**FY 2019**

METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS  
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The TPB approved its FY 2019 Unified Planning Work Program (UPWP) in March 2018. The TPB Work Program Progress Report provides a short summary of each activity for the month of September. Please reference the 2019 UPWP for details concerning the approved budget and work description for each task. The following graphic identifies all the activities in the UPWP.

<b>1. LONG-RANGE TRANSPORTATION PLANNING</b> 1.1 Long-Range Transportation Plan 1.2 Long-Range Plan Task Force	<b>7. COOPERATIVE FORECASTING AND TRANSPORTATION PLANNING COORDINATION</b>
<b>2. PERFORMANCE-BASED PLANNING AND PROGRAMMING</b> 2.1 Performance-Based Planning 2.2 Transportation Improvement Program (TIP)	<b>8. PUBLIC PARTICIPATION AND HUMAN SERVICE TRANSPORTATION COORDINATION</b> 8.1 Public Participation 8.2 Communications 8.3 Human Service Transportation Coordination
<b>3. MOBILE EMISSIONS PLANNING</b> 3.1 Air Quality Conformity 3.2 Mobile Emissions Analysis	<b>9. TRANSPORTATION ALTERNATIVES AND LAND-USE COORDINATION PROGRAMS</b>
<b>4. PLANNING PROGRAMS</b> 4.1 Congestion Management Process 4.2 Systems Performance, Operations and Technology Planning 4.3 Transportation Emergency Preparedness Planning 4.4 Transportation Safety Planning 4.5 Bicycle and Pedestrian Planning 4.6 Regional Public Transportation Planning 4.7 Freight Planning 4.8 Metropolitan Area Transportation Operations Coordination Program Planning	<b>10. TPB SUPPORT AND MANAGEMENT</b> 10.1 Transportation Planning Board (TPB) Support and Management 10.2 Unified Planning Work Program (UPWP)
<b>5. TRAVEL FORECASTING</b> 5.1 Network Development 5.2 Models Development and Support	<b>11. TECHNICAL ASSISTANCE</b> 11.1 District of Columbia 11.2 Maryland 11.3 Virginia 11.4 WMATA
<b>6. TRAVEL MONITORING AND DATA PROGRAMS</b> 6.1 Household Travel Survey 6.2 Travel Monitoring Counts/Studies 6.3 Regional Transportation Data Clearinghouse 6.4 GIS Data	<b>12. CONTINUOUS AIRPORT SYSTEM PLANNING PROGRAM (CASP)</b>

Task 1	BUDGET	Billed this month	% Funds Expended	UPWP Page
LONG RANGE TRANSPORTATION PLANNING	\$1,049,855	\$35,304	45%	27

## **1. LONG-RANGE TRANSPORTATION PLANNING**

Staff worked on follow-up to TPB Resolution R10-2019 which directed staff to conduct activities related to the implementation of three of the aspirational initiatives in Visualize 2045:

- Improve walk and bike access to transit – Staff conducted network analysis to identify walkshed around high-capacity transit stations. The methodology for this work was discussed at the Bicycle and Pedestrian Subcommittee.
- Complete the National Capital Trail – Staff developed a work program for expanding the regional trail network to cover the entire TPB region. The proposed methodology for this work was discussed at the Bicycle and Pedestrian Subcommittee.
- Provide more telecommuting and other options for commuting – Staff and partners associated with the Commuter Connections Program explored specific actions and programs that be established/expanded to advance this initiative.

COG staff (who are not explicitly TPB staff) are working on activities to address another of the seven initiatives— “Bring jobs and housing closer together.” Resolution R10-2019 also encouraged regional coordination activities, led by TPB partners, to promote implementation of the initiatives “Expand bus rapid transit (BRT) regionwide,” and “Expand the express highway network.”

Staff worked on preparations for certification review.

The TPB Staff Director briefed the WMATA Finance Committee on Visualize 2045 and its financial projections.

Staff presented an Environmental Justice analysis of Visualize 2045 to the TPB and several subcommittees. The analysis was designed to comply with federal EJ and Title VI requirements. The regional Equity Emphasis Areas provided the geographic the basis for the analysis.

Task 2	BUDGET	Billed this month	% Funds Expended	UPWP Page
PERFORMANCE-BASED PLANNING AND PROGRAMMING	\$701,890	\$34,198	45%	29

## **2. PERFORMANCE-BASED PLANNING AND PROGRAMMING**

### ***2.1. Performance-Based Planning***

Staff briefed the TPB on the region’s highway safety data and annual targets, following which the board approved a resolution adopting the recommended annual targets.

Staff briefed the TPB Technical Committee and the TPB on the region’s transit asset management targets and those set by the providers of public transportation.

Work continued on executing the PBPP Letters of Agreement that formally document performance-based planning and programming responsibilities between TPB and local jurisdictions and transit agencies.

Staff attended the TRB annual meeting and relevant performance management sessions.

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

At its meeting on January 4, the TPB Steering Committee approved one resolution to amend the FY 2019-2024 TIP to include funding for the Soapstone Connector project in Fairfax County, as requested by VDOT. TPB staff processed an administrative modification for nine projects, as requested by DDOT.

TPB staff made a final selection for contractor to implement the Visualize 2045 database project and began finalization of the contract.

The financial summary for the FY 2019-2024 TIP was reviewed and updated as TIP amendments were approved.

Staff continued a discussion on technical capabilities with prospective contractors for the replacement of the ITIP Database.

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Task 3	BUDGET	Billed this month	% Funds Expended	UPWP Page
MOBILE EMISSIONS PLANNING	\$1,877,121	\$71,648	48%	33

## **3. MOBILE EMISSIONS PLANNING**

### ***3.1. Air Quality Conformity***

In preparation for the upcoming TIP update, staff developed a draft four-year schedule outlining Long Range Plan, TIP, and conformity timelines with specific tasks.

Staff forwarded December meeting agenda items relating to the air quality consultation elements to all relevant agencies and public advisory committees in accordance with standard consultation procedures.

Throughout the month of January, staff continued working on technical documentation related to Visualize 2045 air quality conformity analysis.

### ***3.2. Mobile Emissions Analysis***

Department of Transportation Planning (DTP) staff continued working closely with Department of Environmental Programs (DEP) staff to develop a preliminary schedule for the base year emissions inventory submittal to EPA as part of the 2015 ozone NAAQS requirements, discussed at the Emissions Inventory Subcommittee meeting on January 8 (Item 2). DEP staff, DTP staff and committee members evaluated different options regarding the selection of the base year and vehicle registration dataset for the analysis. In preparation for the upcoming mobile emissions modeling work, DTP staff conducted testing using the current MOVES2014b mobile emissions model.

DTP staff worked closely with DEP staff to identify the next steps in the update of regional greenhouse gas inventories for the 2018 analysis year and continued documenting past greenhouse gas planning efforts to inform the decisions moving forward.

Task 4	BUDGET	Billed this month	% Funds Expended	UPWP Page
PLANNING PROGRAMS	\$1,859,037	\$95,877	56%	35

#### **4. PLANNING PROGRAMS**

##### ***4.1. Congestion Management Process***

Data were analyzed and a memorandum was prepared summarizing congestion impacts of the current partial federal government shutdown. This information presented to the TPB at its January 16, 2019 meeting as part of the Director's Report.

Development of quarterly congestion reports continued.

##### ***4.2. Systems Performance, Operations and Technology Planning***

Staff provided technical advice to ongoing COG stakeholder outreach following the November 2018 completion of the Traffic Incident Management Enhancement (TIME) Task Force, Initiative, and recommendations report.

Staff participated in the kickoff meeting of the Northern Virginia Transportation Authority Transportation Technology Committee on January 30.

##### ***4.3. Transportation Emergency Preparedness Planning***

The regularly scheduled monthly meeting of the Transportation Emergency Preparedness Committee (R-ESF 1) was held on January 9. The committee discussed holding periodic After-Action Reports (AAR) on major traffic incidents and the criteria for selecting incidents to be discussed.

Staff coordinated with University of Maryland providing input to a grant application under the Urban Area Security Initiative (UASI) in support of the Regional Integrated Traveler Information Systems (RITIS).

##### ***4.4. Transportation Safety Planning***

The TPB approved a set regional highway safety targets at their meeting on January 16. Federal regulations require MPOs to set such safety targets annually.

Staff was interviewed by the Washington Post on the topic of highway safety in the region.

For the proposed analysis of regional roadway safety outcomes, the Request for Proposals (RFP) was finalized and posted. A pre-bid conference was held on January 31 where staff answered questions about the RFP from prospective bidders.

##### ***4.5. Bicycle and Pedestrian Planning***

In support of TPB initiatives, staff developed a work program for expanding the regional trail network to cover the entire TPB region. TPB Technical Committee was briefed on the draft work plan at their January 3 meeting. The work plan was discussed in detail at the January 24 Bicycle and Pedestrian Subcommittee meeting. The Subcommittee reviewed and approved a statement of Goals and Criteria for Network Inclusion for the National Capital Trail Network. A memorandum summarizing the work plan as revised following the January 24 meeting was prepared for distribution to the TPB Technical Committee for its February 1 meeting.

Staff also briefed the Bicycle and Pedestrian Subcommittee on the proposed methodology for prioritizing transit stations for walk/bike access.

As part of regional and long-distance trails planning, on January 8 at the Rails to Trail Coalition's offices, TPB staff briefed the Capital Trails Coalition steering committee the draft work plan to expand the National Capital Trail into a regional trails network.

Staff participated in the Maryland Pedestrian/Bicycle Emphasis Area team meeting on January 31.

Staff briefed Baltimore Metropolitan Council staff on experiences with the best practices in pedestrian enforcement workshops that have been sponsored by the StreetSmart program.

#### ***4.6. Regional Planning***

Staff planned for, convened, and documented a meeting of the Regional Public Transportation Subcommittee on January 29. Agenda topics included: NVTC: Route 7 Update; Montgomery County: Flash BRT briefing; VRE: Multimodal Accessibility to VRE Stations, and TPB: Environmental Justice. Attendees were also briefed on electric vehicle grant opportunities and the TLC call for projects, and on staff work program efforts.

Staff and consultants continued work on the TIGER Grant projects performance reports.

Staff attended the monthly WMATA JCC meeting and a Regional Bus Transformation project meeting. Staff attended the TRB annual meeting and relevant transit planning sessions.

#### ***4.7. Freight Planning***

A regularly scheduled Freight Subcommittee meeting was held on January 10. The following agenda items were discussed: UPS – How Technology, Policy, and New Ideas Will Deliver Results; The District of Columbia's Grocery Supply Chain: Vulnerabilities and Resilience; What Our Region Overview of the Region's Agricultural Sector; and Roundtable Discussion.

#### ***4.8. MATOC***

The Metropolitan Area Transportation Operations Coordination (MATOC) Program is an operational partnership of the region's major transportation agencies, funded outside the UPWP, but with certain planning support activities provided by TPB staff under this task.

The January 8 MATOC Severe Weather Working Group meeting was organized and conducted at National Park Service offices in Washington, continuing planning for severe weather coordination for the 2018/2019 winter season.

The January 11 MATOC Steering Committee meeting was organized and conducted, continuing discussion of communications, coordination, and Traffic Incident Management topics.

The January 31 MATOC Information Systems Subcommittee meeting was organized and conducted by conference call, discussing MATOC technical support topics.

The January 31 MATOC Operations Subcommittee meeting was organized and conducted at the MATOC offices in College Park, Maryland, discussing MATOC operations planning and upcoming events.

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Task 5	BUDGET	Billed this month	% Funds Expended	UPWP Page
TRAVEL FORECASTING	\$2,754,091	\$93,111	40%	43

### **5. TRAVEL FORECASTING**

#### ***5.1 Network Development***

Staff continued with the annual practice of coding a base-year (2018) transit network, which requires collecting information about transit routes/schedules from 30+ agencies, calculating average run times and headways for those routes, and coding the path of each route in the transit networks that are inputs to the regional travel model. About half the transit agencies provide route information in an electronic, machine-processible format called GTFS. Regarding transit route data in GTFS format, staff have downloaded all the routes/schedules and are continuing to clean and process the data. Regarding transit route data in non-machine processible format (obtained from

websites as PDF files), staff determined that 40 new bus routes need to be coded and has begun to code the routes.

In support of the revalidation of the Generation-2/Ver. 2.3 travel model to 2014 conditions, staff edited/updated information in the transit network. In support of a future survey of bus usage, staff began updating bus service contact information throughout the region. The survey will include transit buses, shuttle buses, paratransit, and school buses.

Documentation of the transportation networks used with the Ver. 2.3.75 model in the air quality conformity analysis of the financially constrained element of the Visualize 2045 long-range transportation plan and the FY 2019-2024 Transportation Improvement Program (TIP): Staff is updating last year's report so that it reflects the networks used in the most recent air quality conformity analysis. For example, this month, staff has updated transit summary tables for commuter rail, Metrorail, light rail, and bus rapid transit (BRT). Staff also wrote a memo, dated January 10, documenting the toll values that were used in the highway networks.

In support of the developmental, Generation-2/Ver. 2.5 travel model, staff continued to develop and review network files that are stored in the Public Transport (PT) format. Staff has been working to develop PT-format networks for the years 2021, 2030, and 2045. Quality control and quality assurance of these networks is currently underway.

Quality control and quality assurance of network geodatabase: Staff is currently investigating a case where the transit link table of the network geodatabase contains some records that are missing the secondary key LinkID, which is also the primary key in the base links table.

## ***5.2 Model Development and Support***

The 98th Annual Meeting of the Transportation Research Board (TRB) was held from January 13-17 in Washington, D.C. This conference typically attracts about 13,000 transportation professionals. Many TPB staff attended the annual meeting. Additionally, several staff serve on TRB standing committees, which typically meet during the annual meeting. Committee members and friends are responsible for conducting much of the work undertaken by TRB, such as reviewing papers and planning other conferences, although this work is typically done outside of the annual meeting. One staff member made a presentation as part of a panel. The planned TPB staff participation at TRB was documented in a memo dated January 4. A revised memo will be issued in early February.

The January 25 meeting of the Travel Forecasting Subcommittee was canceled due to both staffing and scheduling reasons. The next meeting of the subcommittee will be on March 15.

Production-use, travel demand forecasting model (Generation-2/Ver. 2.3): To comply with air quality conformity regulations, which require that travel models be validated to observed data that is no older than 10 years old, staff continues the revalidation of the Ver. 2.3 model to year-2014 conditions.

Developmental, travel demand forecasting model (Generation-2/Ver. 2.5): Staff continued testing, evaluation, and refinement of the Ver. 2.5 model. Contract staff is updating the trip distribution process used for external travel.

Developmental, travel demand forecasting model (Generation-3): Staff continues to develop the scope of work for the upcoming request for proposals (RFP).

Documentation: Contract staff wrote three draft memos, all dated Jan. 30: 1) "Metrorail Survey File Processing and Summaries: Years 2007, 2012 and 2016;" 2) "Process to Create Land Activity Files Supporting the Version 2.5 Model;" 3) "Year 2014 AirSage Trip Files and Data Processing." The memos are being reviewed by TPB staff and should be finalized in February. Staff also wrote a memo dated Jan. 24, entitled "Year 2017 Jurisdictional Weekday VMT Summaries." Staff continues to document proposed updates to the way the travel model treats trip distribution of external travel. Such an update could be applied to either the Ver. 2.3 model, the Ver. 2.5 model, or both.

Model support: Staff has been working with and testing version control software (Git and GitHub) to manage batch files and scripts that make up the travel demand model. Staff wrote a memo, dated January 11, with guidance on how to use Cube to develop toll summaries from the highway networks used in the travel model.

Staff responded to and fulfilled six technical data requests. Three of these were for the Ver. 2.3.75 model and/or its associated input files (land use and networks). One of the data requests was for the Round 9.1 zonal land activity data.

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Task 6	BUDGET	Billed this month	% Funds Expended	UPWP Page
TRAVEL MONITORING AND DATA PROGRAMS	\$2,760,334	\$62,563	32%	45

## **6. TRAVEL MONITORING AND DATA PROGRAMS**

### ***6.1. Household Travel Survey***

COG/TPB staff held meetings with Resource Systems Group, Inc. (RSG), the survey contractor for the 2017/2018 COG/TPB Regional Travel Survey (RTS). For the January 2019 reporting period, the key tasks were focused on preparing the final data deliverables for the main survey, which concluded on December 31, 2018. COG/TPB staff also met internally to review the scope of processing the RTS data files, including editing, cleaning, and weighting the household, person, and trip files.

### ***6.2. Travel Monitoring Counts/Studies***

For the proposed analysis of regional roadway safety outcomes, the Request for Proposals (RFP) was finalized and posted. A pre-bid conference was held on January 31 where staff answered questions about the RFP from prospective bidders.

### ***6.3. Regional Transportation Data Clearinghouse***

Staff completed processing all available FY18 Transit Ridership data received from regional transit providers.

Staff updated all layers related to Transportation Analysis Zones (TAZ) to have consistent attribute formats; relevant data was updated in the RTDC.

Staff provided 2014 traffic counts and annualized volumes by 2017 highway link to Models Development staff to aid in the process of preparing data for the validation of the Version 2.3.75 Travel Demand Model.

Staff responded to an inquiry from the District Department of Transportation (DDOT) regarding available data on low income household car ownership in the District and the WMATA compact area, over time.

Staff provided staff from FHWA Eastern Federal Lands with recent traffic counts taken near Independence Avenue SW to inform a series of projects that they are doing for the National Park Service.

Staff met internally to discuss access to archived traffic monitoring data through the MioVision portal.

Staff provided input to COG/TPB's response to the FHWA PBPP Readiness Survey.



#### **6.4. GIS Data (Technical Support)**

Staff planned and participated in the GIS Committee/GDX Working Group meeting on January 15. Highlights of the meeting included: an update by staff on the Census Participant Statistical Areas 2020 Program (PSAP), status reports on the CAD2GIS and NCR-GDX programs, and a discussion on using the Cloud for off-premises GIS implementations.

Staff presented an update on the Census PSAP 2020 program to the Cooperative Forecasting and Data Subcommittee on January 8 and reached out to Census Bureau staff to schedule a PSAP training for local PSAP PPOs. Staff attended and participated in the January 24 meeting of the TPB Bicycle and Pedestrian Subcommittee.

Staff attended and participated in the annual meeting of the Transportation Research Board (TRB) held January 11-14, the Esri Federal User Conference held January 29-30, and the Maryland State Geographic Information Committee (MSGIC) meeting held on January 9 in Crownsville.

Staff participated in a conference call with EcoInteractive, contact recipient for COG's RFP#18-012: Visualize 2045 Database Project.

Staff completed work on creating a master list of geocoded origin points based on data from TPB's Regional Air Passenger Survey (RAPS). Staff held an internal meeting to go over methodology used, products generated, and next steps.

Staff continued work on developing network buffers/service areas for High Capacity Transit (HCT) stations, part of a larger effort to identify deficiencies and demand through walkshed analysis of HCT stations. Staff also continued working on applying a rule-based methodology to identify TAZ associated with HCT.

Staff responded to a request from the DTP Department Director (through COG's Executive Director) about the possibility of creating maps of the Washington metropolitan region with outside public transportation system (national and international) overlaid on our region. Staff prepared a preliminary list of potential data sources.

Staff responded to an inquiry for the DTP Department Director regarding the origin of the number used to define the square mileage of the TPB Planning Area.

Staff created large-format reference maps for Commuter Connections staff to assist in Bike to Work Day (BTWD) pit stop location decision-making.

Staff responded to an inquiry from the Director of the DCPS department concerning the number of Census tracts in the COG region.

Staff researched and gathered information on the transportation improvements that Virginia, Arlington and Alexandria have offered ahead of Amazon HQ2 to answer a media request.

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Task 7	BUDGET	Billed this month	% Funds Expended	UPWP Page
COOPERATIVE FORECASTING AND TRANSPORTATION PLANNING COORDINATION	\$915,451	\$60,923	60%	49

#### **7. COOPERATIVE FORECASTING AND TRANSPORTATION PLANNING COORDINATION**

At its meeting on January 8, the Cooperative Forecasting and Data Subcommittee was briefed on the District of Columbia's "Methodology for Developing the Cooperative Forecasts" by Joy Philips and Art Rogers of the DC Office of Planning. In addition, Martha Kile of the COG/TPB staff briefed the group on the Participant Statistical Areas Program (PSAP) for Census 2020, and John Kent of COG/DCPS staff presented the first COG Multifamily Rental Housing Construction Indicators Report.

At its meeting on January 18, the Planning Directors Technical Advisory Committee (PDTAC) was briefed by Timothy Canan of the COG/TPB staff on the relationship between the COG Board of Directors' Housing Initiative and the TPB's Visualize 2045 Long-Range Transportation Plan. This included how the joint PDTAC/Housing Directors Committee efforts tie in with and advance the aspirational initiative, "Bring Jobs and Housing Closer Together," contained in the region's Long-Range Transportation Plan, Visualize 2045. In addition, John Kent of the COG DCPS staff briefed the Committee on the COG's inaugural report on Multi-family Rental Housing Construction. Finally, Chairman Andrew Trueblood led a discussion on the COG Housing Initiative "capacity" question during which Committee members shared their jurisdictional assessments. The initial assessment by the Planning Directors – which will be presented during the February COG Board of Directors meeting – indicated that the region does have housing capacity beyond the current Cooperative Forecasts for the additional 100,000 units identified by the LRPTF.

To further address the housing shortfall issue, on January 29, COG/DCPS hosted a joint meeting of the Planning Directors and Housing Directors Committees. Jason Miller of the Greater Washington Partnership introduced the Urban Institute team that was undertaking housing research for the Partnership. Margery Turner of Urban presented their initial assessment of potential housing demand by cost and by household income ranges.

DCPS staff also began the initial data retrievals for the 2018 Commercial Construction report and prepared multiple maps showing the locations of federal workers who may be most vulnerable to the federal shutdown.

TPB staff participated in the Land Use Leadership program of the Urban Land Institute (ULI). TPB staff also attended the annual meeting of the National Academy of Science's Transportation Research Board to broaden understanding and applications of transportation research and planning in an effort to advance the state of the practice in the Washington region.

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Task 8	BUDGET	Billed this month	% Funds Expended	UPWP Page
PUBLIC PARTICIPATION AND HUMAN SERVICES COORDINATION	\$1,261,894	\$42,412	32%	51

## **8. PUBLIC PARTICIPATION AND HUMAN SERVICES COORDINATION**

### ***8.1. Public Participation***

The 2018 Citizens Advisory Committee held its last meeting on Thursday, January 10. The committee discussed and finalized its end-of-the-year report. It also received a presentation on follow-up to the aspirational initiatives in Visualize 2045.

At the TPB meeting on January 16, the board approved 15 members for the 2019 CAC, along with nine alternate members. Staff began preparing for the first meeting of the 2019 committee, which will be held on February 13.

A consultant team worked to finalize an evaluation of the TPB's public involvement activities. The team will deliver the draft evaluation report to staff in February. It will be released in March.

Staff began planning for the next session of the TPB's Community Leadership Institute, which will be conducted in late April and early May. The institute is a three-day workshop on regional transportation for community activists from throughout the region. This will be the 16th session of the CLI, although it has not been conducted since 2015.

### **8.2. Communications**

The TPB News, the TPB's online newsletter, featured stories on the following subjects in January:

- “Many bus providers, one regional system” – A summary of the TPB's Regional Bus Service Provision Study
- “TPB Analyzed Visualize 2045 for how it may impact low-income and minority communities” – A story on the TPB's recent environmental justice analysis.
- “Get to know the Transportation Planning Board” – A primer on the TPB.

Throughout the month, TPB staff maintained an active presence on social media.

Staff updated pages on the COG website related to transportation.

### **8.3. Human Services Transportation Coordination**

During the month of January, staff held an AFA committee meeting on January 3. AFA members heard from two national representatives about recent research on transportation for people with disabilities and older adults: 1) Stephen Brumbaugh of the U.S. Department of Transportation's Bureau of Transportation Statistics presented findings from the 2017 National Household Travel Survey; and 2) Virginia Dize of the National Association of Area Agencies on Aging/National Aging & Disability & Transportation Center presented results of a national poll and introduced "Every Ride Counts", a national publicity campaign to promote the availability and accessibility of transportation options. Staff presented on the Environmental Justice Analysis Results of Visualize 2045. Staff presented on the StreetSmart education campaign

Development of the 2019 AFA meeting schedule and agenda continued as well as confirmation of AFA membership and participation. The Coordinated Plan adopted by the TPB on December 19 was finalized and posted to the COG website.

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Task 9	BUDGET	Billed this month	% Funds Expended	UPWP Page
TRANSPORTATION ALTERNATIVES (TAP) AND LAND USE CONNECTION (TLC) PROGRAMS	\$482,053	\$61,415	30%	55

## **9. TRANSPORTATION ALTERNATIVES (TAP) AND TRANSPORTATION LAND USE CONNECTION (TLC) PROGRAMS**

In January, the TLC projects for FY 2019 were underway as described below:

- DC (Barry Farm): The consultant began to conduct analysis of the data collected in December and January.
- MD (Montgomery County): The consultant began conducting analysis as instructed in the data collection plan.
- MD (Montgomery County-Seneca): A check-in meeting occurred on January 8, 2019. The consultant presented the results of its literature review, initial data results and the next steps to the local jurisdiction.
- MD (Prince George's County-Cheverly): The jurisdiction hosted the kickoff meeting with consultant, TLC Liaisons and local stakeholders on January 9.
- MD (Prince George's County-Forest Heights): The consultant continued with the data collection plan and preliminary analysis.
- MD (Prince George's County (Purple Line Parking Study): The consultant continued with the data collection plan and preliminary analysis.

- VA (Arlington County): The consultant continued with further data collection and analysis to formulate Tech Memo 1.
- VA (Fairfax County): The consultant continued with the data collection plan and preliminary analysis.
- VA (Prince William County): The consultant shared a review of best practices both statewide and nationwide that address needs most relevant to Prince William County. This document was shared on January 22.

Staff prepared for the next solicitation for the program for FY 2020. Staff updated the brochure, application, and form for submitting abstracts. The application period will be open between February 1 and April 2, 2019.

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Task 10	BUDGET	Billed this month	% Funds Expended	UPWP Page
TPB SUPPORT AND MANAGEMENT	\$893,653	\$59,912	48%	57

## **10. TPB SUPPORT AND MANAGEMENT**

### ***TPB Support and Management***

The TPB Technical Committee met on January 4, 2019. Agenda items included presentations on PBPP MPO Area Regional Highway Safety Targets and Transit Asset Management Draft Regional Targets, in addition to the COG Traffic Incident Management Enhancement (TIME) initiative, the draft FY 2020 UPWP, the Walk-Bike Station Access Project, the 2017-2018 Regional Travel Survey Update, key findings of the Regional Bus Service Provision Study, an update on the Long Bridge and UPWP Technical Assistance project updates.

The Transportation Planning Board met on January 16, 2019. Agenda items included reports of the Access for All Advisory Committee (AFA) and the Citizens Advisory Committee (CAC), Steering Committee actions and the report of the director, the approval of the board's CAC appointments, the approval of the PBPP regional highway safety targets, and presentations of the long range plan's environmental justice analysis, the 2019 PBPP draft transit assess management targets, concluding with a review of the preliminary budget for the FY 2020 UPWP.

This task includes activities not attributable to specific tasks in the work program but provides overall support for and management of the TPB and UPWP-related activities.

- Administrative arrangements (such as preparation and distribution of meeting materials) and staff support for TPB and its various Committees, Sub-Committees, Task Forces and special TPB work groups meetings.
- Respond to requests from TPB members, federal agencies, Congressional offices, media and others for information or data of a general transportation nature.
- Meet with TPB Board members and participating agency staff to discuss current and emerging regional transportation planning issues.
- Participate in meetings of other agencies whose programs and activities relate to and impact the TPB work program.
- Coordination of TPB Planning Activities with Program Directors and day-to-day management of and allocation of staff and financial resources.
- Monitoring of all work program activities and expenditures.

Staff support was provided for the monthly meetings of the following committees and sub-committees:

- State Technical Work Group (STWG)
- TPB Technical Committee
- TPB Steering Committee
- Transportation Planning Board (TPB)
- Bicycle & Pedestrian Subcommittee
- Regional Public Transportation Subcommittee (RPTS)
- Citizens Advisory Committee (CAC)

Support activities from the administrative staffs included: meeting logistics with meeting rooms and amenities, copying and distribution of meeting materials, email/phone call follow ups. Additionally, staff also worked on monitoring work program activities, providing administrative assistance to senior staff and monitoring and prepare financial reports. Additionally, administrative staff work on monthly financial administration and management activity which includes review and finalization of monthly expense reports for all UPWP activities, development and submission of monthly UPWP invoices and any follow up activity with the funding agencies.

The Staff Director provided overall program management oversight to all the Department's activities. Work activities the Director was involved in during the month of December includes:

- Discussions, review and finalization of the agenda topics for the TPB's Technical Committee, State Transportation Working Group (STWG) and Board meetings. This includes meeting with the Program Directors and project staffs to review the progress and briefing materials.
- Participation in the STWG, TPB Technical Committee, TPB Steering Committee, TPB's Citizen's Advisory Committee and the TPB Board meetings.
- Participation in the bi-weekly meetings of the State Safety Oversight/Metro Safety Commission (SSO/MSO) Policy Work Group meetings. This "tri-state" group is working to reconstitute the existing Metro rail safety oversight Committee to comply with the requirement of the FAST Act.
- Metropolitan Washington Air Quality Committee

Other additional activities for the TPB Staff Director for the month of December includes:

- Time Legislation Discussion
- Trails Network Expansion Discussion
- Government Shutdown Media Plan Discussion
- COG Metro Funding Legislation
- Emissions Inventory for MWAQC NEI & SIP
- Visualize 2045 Presentation to WMATA Finance & Capital Committee
- Attended Leadership Greater Washington (2 Sessions)
- Region Forward Coalition Meeting
- TPB Certification & FAMPO Review
- Maryland MPO Roundtable

## ***UPWP***

The UPWP activities include:

- Supervise the preparation, negotiation, and approval of the annual work program and budget involving the State Transportation Agencies, the TPB Technical Committee, the TPB Technical Committee, the Steering Committee and the TPB.
- Preparation of monthly UPWP progress reports for each of the state agencies administering planning funding and prepare all necessary federal grant applications submissions.
- Review all monthly UPWP invoices going to each of the state agencies administering planning funding.

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Task 11	BUDGET	Billed this month	% Funds Expended	UPWP Page
<u>TECHNICAL ASSISTANCE</u>	\$1,419,520	\$22,563	14%	59
District of Columbia	\$283,756	\$9,427	36%	59
Maryland	\$518,802	\$13,135	16%	61
Virginia	\$436,798	\$0	0%	63
WMATA	\$180,164	\$0	9%	65

## **11. TECHNICAL ASSISTANCE**

### ***11.1 District of Columbia***

#### Program Development, Data Requests, and Miscellaneous Services

Staff attended the monthly State Technical Working Group/Technical Committee/Steering Committee/TPB meeting cycle.

#### Traffic Counts and Highway Performance Monitoring System (HPMS) Support

Staff worked with DDOT staff to plan and participate in the January 23 HPMS Committee meeting. Staff updated the committee on the PCS, HERE, FTMS, and short-term data status as well as the draft 2019 count program and the possibility of updating the list of ramp count locations. Staff prepared a summary of the meeting which was shared with DDOT staff. Staff finalized the 2018 DDOT Traffic Monitoring System documentation and shared it with the HPMS Committee. Staff prepared a draft 2019-2024 counting program and identified locations for added classification counts. Staff reviewed and accepted the remaining 2018 short-term counts from the contractor and trained new staff on the SAS processing of short-term traffic counts. Staff drafted and sent an email to the traffic count contractor expressing concern over recent issues with communication and data delivery. Staff summarized and analyzed the December traffic data from PCS, FTMS, and HERE stations and shared the summary with DDOT staff for field inspection purposes.

#### TIGER Grant Performance Monitoring Addendum

The status of this item is reported in the Transit Planning section of this progress report.

#### Big Data Evaluation

This project is being jointly funded by the District of Columbia, Maryland, Virginia, and WMATA. The status of this project is provided under the Regional Transit/WMATA section of this progress report.

**11.2. Maryland**

As part of the Transportation/Land-Use Connections Program, three technical assistance projects in Maryland were fully or partially funded under this PE number. See TLC item under Task 9 for further details about the TLC Program.

Program Development, Data Requests, and Miscellaneous Services

Staff attended the monthly State Technical Working Group/Technical Committee /Steering Committee/TPB meeting cycle.

VRE-MARC Run Through Study

Staff began preparing the request for proposals, including submitting the draft scope of work for review by general counsel, for the proposed assessment of the market potential for a one-seat commuter rail service between points in the State of Maryland and the Commonwealth of Virginia and its potential to influence development and revitalization of suburban commercial centers.

Big Data Evaluation

This project is being jointly funded by the District of Columbia, Maryland, Virginia, and WMATA. The status of this project is provided under the Regional Transit/WMATA section of this progress report.

Traffic Relief Plan (TRP)

This effort, conducted on behalf of MDOT, is designed to estimate the impacts of TRP-related projects from Visualize 2045 on the overall plan performance using the standard set of performance metrics that include VMT, vehicle hours of delay and mobile source emissions. Staff conducted and completed the analysis year 2045 tasks outlined in the scope of work. Staff provided MDOT with two technical memoranda: 1) preliminary technical memorandum documenting the findings of the 2045 analysis, and 2) final memorandum documenting both the 2030 and 2045 technical analyses.

Maryland Technical Assistance (TLC Program)

As part of the Transportation/Land-Use Connections Program, four technical assistance projects in Maryland were fully or partially funded under this PE number. See TLC item above for further details about the TLC Program.

**11.3. Virginia**

As part of the Transportation/Land-Use Connections Program, two technical assistance projects in Virginia were fully or partially funded under this PE number. See TLC item under Task 9 above for further details about the TLC Program.

Program Development, Data Requests, and Miscellaneous Services

Staff attended the monthly State Technical Working Group /Technical Committee/Steering Committee/TPB meeting cycle.

Travel Monitoring and Survey

A task order was issued to the travel monitoring contractor to perform non-motorized counts in the spring. A second task order is under development which will support multi-modal counts across Glebe Road from Lee Highway (US 29) to George Washington Memorial Parkway.

VRE-MARC Run Through Study

This project is funded by Maryland and Virginia, please see the description under Maryland.

Big Data Evaluation

This project is being jointly funded by the District of Columbia, Maryland, Virginia, and WMATA. The status of this project is provided under the Regional Transit/WMATA section of this progress report.

#### ***11.4. Regional Transit/WMATA***

##### Program Development, Data Requests, and Miscellaneous Services

Staff attended the monthly State Technical Working Group/Technical Committee/Steering Committee/ TPB meeting cycle.

Staff wrote a January 2019 TPB News article, titled “Many bus providers, one regional system” on the Regional Bus Service Provision study.

##### TIGER Grant Performance Monitoring Addendum

Progress for this item is reported in the Transit Planning section of this progress report.

##### Big Data Evaluation

Final edits and revisions to the draft Request for Proposals (RFP) was edited based on discussion with key stakeholders, including staff from WMATA.

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### **12. CONTINUOUS AIRPORT SYSTEM PLANNING**

Staff completed the drafting of the 2017 Baltimore-Washington Regional Air Passenger Survey Geographic Findings Report. Staff convened the first Aviation Technical Subcommittee meeting of the year on January 24, which included a presentation of the Geographic Findings Report.

Staff continued working with representatives from the Metropolitan Washington Airports Authority (MWAA) and Baltimore-Washington International Thurgood Marshall (BWI) Airports on finalizing the phrasing of the supply and demand-based metrics for Phase 2 of the RASP – and began collecting the data for the associated metrics.

Staff began work on the 2019 Air Passenger Group Access Forecast Update, including compiling land use data, FAA aviation forecast data collection, and summary of BMC and MWCOG land use data for the air system region.



**FY 2019 TRANSPORTATION PLANNING BOARD**

**COG/TPB BUDGET EXPENDITURE SUMMARY**

January 2019

	DC, MD and VA FTA, FHWA and LOCA BUDGET TOTAL	FUNDS EXPENDED	BILLED THIS MONTH	% FUNDS EXPENDED
<b>1. Long-Range Planning</b>				
Long Range Plan	1,049,855.00	472,207.36	35,304.61	45%
<b>SUBTOTAL</b>	<b>1,049,855.00</b>	<b>472,207.36</b>	<b>35,304.61</b>	<b>45%</b>
<b>2. Performance-Based Planning and Programming</b>				
Planning	350,945.00	174,978.22	17,292.72	50%
Transportation Improvement Plan	350,945.00	140,009.62	16,906.27	40%
<b>SUBTOTAL</b>	<b>701,890.00</b>	<b>314,987.84</b>	<b>34,198.99</b>	<b>45%</b>
<b>3. Mobile Emissions Planning</b>				
Air Quality Conformity	900,000.00	451,544.19	25,332.79	50%
Mobile Emissions Analysis	987,121.00	425,171.57	46,315.93	43%
<b>SUBTOTAL</b>	<b>1,887,121.00</b>	<b>876,715.77</b>	<b>71,648.72</b>	<b>46%</b>
<b>4. Planning Programs</b>				
Congestion Mgmt Process	425,000.00	240,353.09	22,297.41	57%
SPOTS	529,037.00	305,431.64	29,213.79	58%
Emergency Preparedness	135,000.00	78,611.20	4,984.33	58%
Transportation Safety	135,000.00	85,428.26	9,181.05	63%
Bike & Pedestrian	155,000.00	91,245.39	8,521.23	59%
Regional Public Transit	175,000.00	97,914.52	6,933.88	56%
Freight Planning	170,000.00	73,193.03	7,751.94	43%
MATOC	135,000.00	69,993.99	6,994.28	52%
<b>SUBTOTAL</b>	<b>1,859,037.00</b>	<b>1,042,171.11</b>	<b>95,877.90</b>	<b>56%</b>
<b>5. Travel Forecasting</b>				
Software Support	150,000.00	61,255.44	4,354.90	41%
Network Development	826,200.00	482,327.58	50,216.23	58%
Models Development	1,777,891.00	565,073.96	38,540.15	32%
<b>SUBTOTAL</b>	<b>2,754,091.00</b>	<b>1,108,656.98</b>	<b>93,111.28</b>	<b>40%</b>
<b>6. Travel Monitoring and Data Programs</b>				
Household Travel Survey	1,400,177.00	381,321.20	21,325.26	27%
Travel Monitoring Counts/Studies	340,492.00	12,551.27	886.47	4%
Regional Transportation Data Clearinghouse	334,075.00	153,211.01	10,954.52	46%
GIS Technical Support	685,590.00	324,947.08	29,397.23	47%
<b>SUBTOTAL</b>	<b>2,760,334.00</b>	<b>872,030.56</b>	<b>62,563.48</b>	<b>32%</b>

**FY 2019 TRANSPORTATION PLANNING BOARD**

**COG/TPB BUDGET EXPENDITURE SUMMARY**

January 2019

	DC, MD and VA FTA, FHWA and LOCA BUDGET TOTAL	FUNDS EXPENDED	BILLED THIS MONTH	% FUNDS EXPENDED
<b>7. Cooperative Forecasting and Transportation Planning Coordination</b>				
Cooperative Forecasting Coordination	915,451.00	546,834.35	60,923.22	60%
<b>SUBTOTAL</b>	<b>915,451.00</b>	<b>546,834.35</b>	<b>60,923.22</b>	<b>60%</b>
<b>8. Public Participation and Human Service Transportation Coordination</b>				
Public Participation	996,891.00	363,475.46	39,814.10	36%
Annual Report	265,000.00	44,458.17	2,598.47	17%
<b>SUBTOTAL</b>	<b>1,261,891.00</b>	<b>407,933.63</b>	<b>42,412.57</b>	<b>32%</b>
<b>9. Transportation Alternatives and Transportation Land Use Connection Program</b>				
Alternatives and TLC	482,053.00	145,974.12	61,415.76	30%
<b>SUBTOTAL</b>	<b>482,053.00</b>	<b>145,974.12</b>	<b>61,415.76</b>	<b>30%</b>
<b>10. TPB Support and Management</b>				
TPB Support and Mgmt	893,653.00	433,360.56	59,912.11	48%
<b>SUBTOTAL</b>	<b>893,653.00</b>	<b>433,360.56</b>	<b>59,912.11</b>	<b>48%</b>
<b>SUBTOTAL CORE PROGRAM ITEMS 1-10</b>	<b>14,565,376.00</b>	<b>6,220,872.27</b>	<b>617,368.64</b>	<b>43%</b>
<b>TECHNICAL ASSISTANCE</b>				
District of Columbia	283,756.00	102,783.59	9,427.64	36%
Maryland	518,802.00	84,233.82	13,135.39	16%
Virginia	436,798.00	0.00	0.00	0%
WMATA	180,164.00	15,482.65	0.00	9%
<b>Technical Assistance Program Total</b>	<b>1,419,520.00</b>	<b>202,500.06</b>	<b>22,563.03</b>	<b>14%</b>
<b>TPB GRAND TOTAL</b>	<b>15,984,896.00</b>	<b>6,423,372.33</b>	<b>639,931.67</b>	<b>40%</b>

**FY 2019 TRANSPORTATION PLANNING BOARD  
FINANCIAL STATUS OF TECHNICAL ASSISTANCE**

January 2019  
SUPPLEMENT 1

	<b>TOTAL AUTHORIZED BUDGET</b>	<b>TOTAL EXPENDITURES</b>	<b>FTA/STA/LOC AUTHORIZED BUDGET</b>	<b>FTA EXPENDITURES</b>	<b>PL FUNDS/LOC AUTHORIZED BUDGET</b>	<b>FHWA EXPENDITURES</b>
<b>A. District of Columbia</b>						
DC Program Development	10,000.00	0.00	1,258.63	0.00	8,741.37	0.00
DDOT HPMS	235,000.00	102,783.59	29,577.91	12,936.70	205,422.09	89,846.89
OTHER TASK TBD	18,756.00	0.00	2,360.69	0.00	16,395.31	0.00
Tiger Grant Perf Mon Addendum	10,000.00	0.00	1,258.63	0.00	8,741.37	0.00
Big Data Study - DC	10,000.00	0.00	1,258.63	0.00	8,741.37	0.00
Other Tasks A.6	0.00	0.00	0.00	0.00	0.00	0.00
Other Tasks A.7	0.00	0.00	0.00	0.00	0.00	0.00
Other Tasks A.8	0.00	0.00	0.00	0.00	0.00	0.00
Other Tasks A.9	0.00	0.00	0.00	0.00	0.00	0.00
<b>SUBTOTAL</b>	<b>283,756.00</b>	<b>102,783.59</b>	<b>35,714.51</b>	<b>12,936.70</b>	<b>248,041.49</b>	<b>89,846.89</b>
<b>B. Maryland</b>						
MD Program Development	15,000.00	0.00	1,887.95	0.00	13,112.05	0.00
Project Planning Studies	100,000.00	59,699.12	12,586.34	7,513.94	87,413.66	52,185.18
Feasibility/Special Studies	25,000.00	0.00	3,146.59	0.00	21,853.41	0.00
Transportation Performance Measures MD	100,000.00	0.00	12,586.34	0.00	87,413.66	0.00
Training, Misc and Tech Support	20,000.00	0.00	2,517.27	0.00	17,482.73	0.00
Transportation/Land Use Connection Program	160,000.00	24,534.70	20,138.15	3,088.02	139,861.85	21,446.68
Other Tasks TBD	53,802.00	0.00	6,771.70	0.00	47,030.30	0.00
MARC - VRE Runthrough - MD	25,000.00	0.00	3,146.59	0.00	21,853.41	0.00
Big Data Study -MD	20,000.00	0.00	2,517.27	0.00	17,482.73	0.00
Other Tasks B.10	0.00	0.00	0.00	0.00	0.00	0.00
Other Tasks B.11	0.00	0.00	0.00	0.00	0.00	0.00
<b>SUBTOTAL</b>	<b>518,802.00</b>	<b>84,233.82</b>	<b>65,298.20</b>	<b>10,601.96</b>	<b>453,503.80</b>	<b>73,631.86</b>
<b>C. Virginia</b>						
VA Program Dev & Data Document Processing	15,000.00	0.00	1,887.95	0.00	13,112.05	0.00
Travel Monitoring Surveys	150,000.00	0.00	18,879.52	0.00	131,120.48	0.00
Travel Modeling	40,000.00	0.00	5,034.54	0.00	34,965.46	0.00
Regional and SubRegion Studies	15,000.00	0.00	1,887.95	0.00	13,112.05	0.00
OTHER TASKS TBD	91,798.00	0.00	11,554.01	0.00	80,243.99	0.00
Transportation Land Use Connections	80,000.00	0.00	10,069.08	0.00	69,930.92	0.00
MARC - VRE Runthrough - VA	25,000.00	0.00	3,146.59	0.00	21,853.41	0.00
Big Study - VA	20,000.00	0.00	2,517.27	0.00	17,482.73	0.00
Other Tasks C.9	0.00	0.00	0.00	0.00	0.00	0.00
Other Tasks C.10	0.00	0.00	0.00	0.00	0.00	0.00
<b>D. WMATA</b>						
Program Development	5,000.00	4.50	5,000.00	4.50	0.00	0.00
TBD	32,164.00	0.00	32,164.00	0.00	0.00	0.00
Tiger Grant Perf Mon Addendum	18,000.00	15,478.15	18,000.00	15,478.15	0.00	0.00
Big Data Study - WMATA	125,000.00	0.00	125,000.00	0.00	0.00	0.00
<b>SUBTOTAL</b>	<b>180,164.00</b>	<b>15,482.65</b>	<b>180,164.00</b>	<b>15,482.65</b>	<b>0.00</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>1,419,520.00</b>	<b>202,500.06</b>	<b>336,153.61</b>	<b>39,021.30</b>	<b>1,083,366.39</b>	<b>163,478.76</b>