

FY 2017



National Capital Region
Transportation Planning Board

Unified Planning Work Program Progress Report

APRIL 2017

FY 2017 UPWP As Amended March 29, 2017

METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS

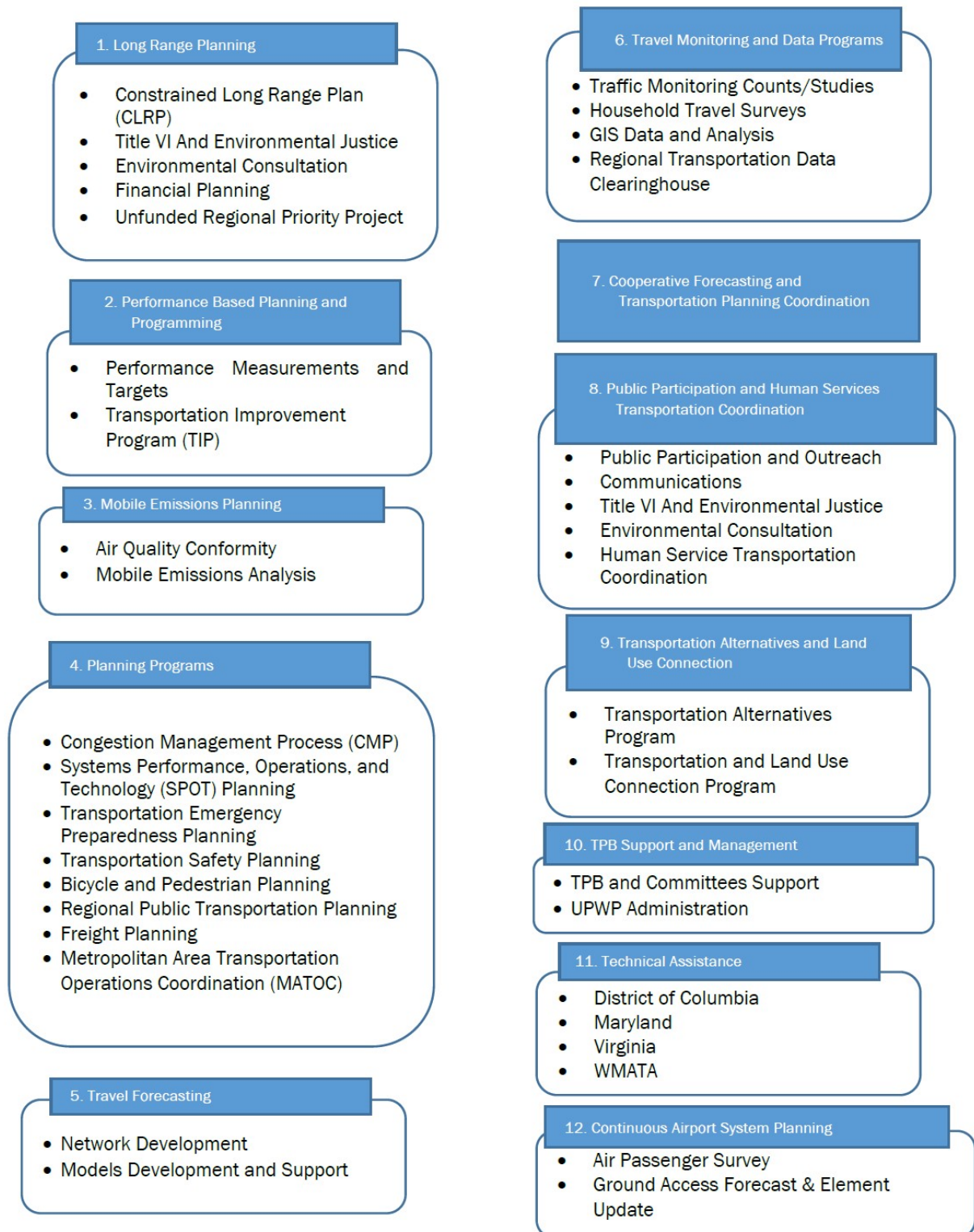
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The TPB approved its FY 2017 Unified Planning Work Program (UPWP) in March 2016, and amended this program on March 29, 2017. The TPB Work Program Progress Report provides a short summary of each activity. This progress report reflects the new budget information. The following graphic identifies all the activities in the UPWP.

Major Components of UPWP Work Activities



Task 1	BUDGET	Billed this month	% Funds Expended	UPWP Page
LONG RANGE PLANNING	\$1,104,800	\$82,173	74%	27

1. LONG RANGE PLANNING

1A. CLRP

Staff worked on key activities for the 2018 quadrennial long-range plan update. Staff developed questions for a public opinion survey. Staff also prepared to conduct the survey in two ways: a controlled survey of a representative sample of the region's residents, and an open survey that anyone is welcome to answer. Staff identified key steps to implement both types of survey and began working on them. Staff also began working on a logo, branding and unique name for the long-range plan.

The Financial Plan Subcommittee continued to meet on a regular basis via conference call. In addition, staff continued work on the 2017 out-of-cycle amendment of the CLRP.

1B. Title VI and Environmental Justice

In the month of April, staff researched how other MPO's present and report results of Environmental Justice and Title VI analysis.

1C. Plan of Unfunded Regional Priority Projects

The newly re-established Long-Range Plan Task Force met twice – on April 10 and April 19. For these meetings, staff prepared materials on past long-range planning activities, including policy development and scenario analysis. Task Force members suggested more than 50 projects, programs, and policies for consideration in future analysis. Staff compiled these initiatives into a master list for future discussion.

1D. Financial Planning

The financial summary for the FY 2017-2022 TIP was reviewed and updated as TIP amendments were approved.

Work continued on the financial analysis for the 2018 quadrennial long-range plan update. Coordination continued with stakeholder agencies, including conference calls and other communications to discuss required information.

Task 2	BUDGET	Billed this month	% Funds Expended	UPWP Page
PERFORMANCE-BASED PLANNING AND PROGRAMMING	\$519,143	\$45,185	71%	31

2. PERFORMANCE-BASED PLANNING AND PROGRAMMING

2A. Measurements and Targets

The TPB and the TPB Technical Committee were briefed on draft regional targets for transit asset management rule. A draft report was prepared on the regional targets for board approval in May.

The TPB Technical Committee was presented with an update of the highway pavement and bridge condition data with the newly available 2016 bridge data. This included an online GIS tool and one-page summary sheets for each jurisdiction.

Staff participated in the Maryland Safety Summit on April 26, presenting an overview of the MPO roles and responsibilities in the area of highway safety per the rulemaking, as well as specific programs and actions by the TPB and COG in support of highway safety. Staff also participated in a set of surveys on performance based planning organized by AMPO to support the TRB NCHRP study: Project 20-05/Synthesis Topic 48-14: Analyzing Data for Measuring Transportation Performance by State DOTs and MPOs. Staff worked on developing a set of PBPP 101 presentations for potential recording and online posting as an educational resource.

2B. TIP

At its meeting on April 7, the TPB Steering Committee approved one amendment to the FY 2017-2022 TIP, requested by the Montgomery County Department of Transportation, to include funding for the Mouth of Monocacy Road Bridge Replacement project.

The Steering Committee also reviewed amendments proposed by VDOT to include funding for nine projects related to the I-66 Outside the Beltway and I-395 Express Lanes Northern Extension Projects. The Steering Committee recommended that the amendments be sent to the full TPB for approval. At its April 19 meeting, the TPB approved the amendments as requested.

Task 3	BUDGET	Billed this month	% Funds Expended	UPWP Page
MOBILE EMISSIONS PLANNING	\$1,598,800	\$94,796	75%	35

3. MOBILE EMISSIONS PLANNING

3A. Air Quality Conformity

Staff notified all relevant agencies and committees about air quality conformity-related items planned for the monthly TPB meeting, in accordance with consultation procedures.

On April 7, staff briefed the TPB Technical Committee on public comments received thus far regarding the proposed “out-of-cycle” amendment to the 2016 CLRP and 2017-2022 TIP, and associated air quality conformity analysis (agenda item #3). Staff also reviewed the items currently being released for public comments.

On April 19, staff briefed the TPB on the draft work scope of for the out-of-cycle air quality conformity analysis and on specific project amendments to be considered (item #9). The TPB approved the project inputs and the scope-of-work for the air quality conformity analysis. Staff anticipates that some project descriptions may yet be modified during the next few weeks.

Subsequent to the TPB’s approval of the out-of-cycle conformity inputs and work scope, staff began developing transportation networks inputs to the regional travel demand model. Staff communicated with MDOT regarding the details of the planned I-270 improvements. Staff coordinated with MDOT and Calvert-Saint Mary MPO (C-SMMPO) regarding C-SMMPO’s TIP development.

DTP staff also coordinated with DEP (and the state air agencies) on possible updates to inputs of the mobile emissions (MOVES2014a) model that will be used in the off-cycle analysis.

3B. Mobile Emissions Analysis

On April 7, DTP staff briefed TPB Technical Committee on the status of the ozone maintenance plan. TPB staff has completed technical work on transportation sector emissions and has begun preparing final documentation. Agencies are now looking forward to the establishment of emission budgets.

Staff participated in the MWAQC Emissions Inventory Subcommittee meeting on April 11. The meeting focused on the on-going 2008 ozone NAAQS Redesignation Request and Maintenance Plan and the status of emissions inventories for years: 2014, 2025 and 2030. DTP staff presented the TPB's recommendations on mobile emission budgets.

On April 19, DTP staff briefed the TPB on the ozone maintenance plan and on the establishment of motor vehicle emissions budgets in the plan. The board also approved a letter that was sent to MWAQC. The letter includes staff's mobile source inventories and TPB's recommendations for setting the new motor vehicle emissions budgets (item #2). The approved letter was subsequently transmitted to MWAQC.

Several other activities were undertaken April:

- In response to a request by FHWA / VOLPE, staff obtained FHWA-developed CMAQ tools for carpooling and vanpooling and began conducting beta testing to help enhance the technical processes developed at the federal level.
- As a part of the continuing effort to address the greenhouse gas reporting requirements for the Performance Based Planning and Programming, staff attended a webinar on FHWA's Energy and Emissions Reduction Policy Analysis Tool (EERPAT) and subsequent workshop offered by FHWA staff.
- DEP and DTP staff coordinated regarding the refueling emissions and asphalt emissions for the 2008 ozone NAAQS Redesignation Request & Maintenance Plan.
- DTP staff transmitted the requested MOVES files for Winter CO for the District of Columbia to DDOT consultants for project planning work.
- DTP staff calculated and transmitted vehicle ownership and trip-making statistics for the District of Columbia to DOEE staff in support of development of Greenhouse Gas Inventories.

Task 4	BUDGET	Billed this month	% Funds Expended	UPWP Page
PLANNING PROGRAMS	\$1,714,200	\$93,375	70%	37

4. PLANNING PROGRAMS

4A. Congestion Management Process

Staff attended an I-95 Corridor Coalition-Sponsored Volume and Turning Movement Advisory Group web meeting on April 13, 2017.

Analysis continued for preparing Regional Congestion Dashboard quarterly reports. Analysis began for a detailed analysis of regional traffic impacts of the WMATA SafeTrack safety surges, in preparation for a future TPB publication.

Staff continued exploration of emerging data sources, especially the on-line Regional Integrated Transportation Information System (RITIS) Probe Data Analytics Suite, to prepare for future analyses and applications.

4B. Systems Performance, Operations and Technology Planning

Staff participated in the Northern Virginia Transportation Authority/Intelligent Transportation Society of Virginia Northern Virginia Roundtable entitled, “Planning for Tomorrow’s Transportation, Today”, April 5, 2017, including a number of SPOT-related focus areas.

Follow-up activities of the TPB’s November “Championing Traffic Incident Management in the National Capital Region” conference continued.

4C. Transportation Emergency Preparedness Planning

Coordination continued with the District of Columbia Homeland Security Data Fusion Center for a potential future presentation to the Regional Emergency Support Function 1 (RESF-1) Emergency Transportation Committee.

Staff compiled information on WMATA training of first responders and the compiled information was shared with appropriate staff. Staff also communicated with potential Urban Area Security Initiative (UASI) FY 2017 grant recipients on the application deadline.

4D. Transportation Safety Planning

On April 18, 2017, staff participated in the Safety Target Setting Coordination Workshop at DDOT and shared the TPB approach to regional safety target setting.

Staff presented the TPB approach to addressing the safety performance measure and target setting requirements of the FAST act at the Maryland Strategic Highway Safety Plan Safety Summit on April 26.

Staff provided feedback on the safety portion of a survey for NCHRP Project 20-05/Synthesis Topic 48-14: Analyzing Data for Measuring Transportation Performance by State DOTs and MPOs.

4E. Bicycle and Pedestrian Planning

Staff coordinated with the National Park Service, Montgomery County, Prince George’s County, Arlington County, and Alexandria regarding the draft list of projects necessary to complete and enhance the National Capital Trail, in anticipation of the National Capital Trail projects being proposed for inclusion in the TPB’s Long Range Transportation Plan.

As part of regional and long distance trails planning, attended a meeting of the Capital Trails Coalition Steering Committee on April 11th at the Rails to Trails Conservancy offices, and a meeting of the full Coalition, also at the RTC offices, on April 27th.

Primary calendar year 2016 pedestrian and bicyclist fatality data from the District of Columbia, Maryland, and Virginia was compiled and made available to the Street Smart pedestrian and bicyclist.

4F. Regional Public Transportation Planning

Staff prepared for the May 9 Annual Private Providers Transit Forum, organizing speakers and meeting logistics.

Staff provided technical advice to the COG CAO Metro Technical Panel. Staff and consultants worked on the TIGER Grant projects performance reports.

4G. Freight Planning

An agenda and other materials were prepared for the regularly scheduled May 4, 2017 TPB Freight Subcommittee meeting on the topic of petroleum distribution.

On April 4, staff participated in an FHWA-sponsored webinar on the designation of Critical Urban/Rural Freight Corridors.

TPB staff participated in NVTAs' 2nd Annual Northern Virginia Transportation Roundtable as a panelist on the topic of innovative freight technologies and retail / delivery trends on April 5.

TPB staff continued ongoing coordination efforts with Maryland SHA officials on the identification of critical urban freight corridors in the Maryland portion of the National Capital Region.

On April 28, TPB staff moderated a panel discussion on food logistics at the COG sponsored Local and Regional Food Distribution Workshop in Beltsville, MD.

Staff held early planning discussions on April 27 for the upcoming Regional Freight Forum to be held in FY 2018. This forum will be based in part on the FHWA / ITE Downtown Delivery Symposium format.

4H. 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 April 6, 2017 MATOC Severe Weather Working Group meeting, held at the offices of the United States Park Police, was organized and conducted. This meeting provided an end-of-season review and identified elements for consideration for next winter season.

The April 28 MATOC Steering Committee meeting was organized and conducted, focusing on continued preparation of and considerations for the draft FY2018 MATOC Annual Work Plan.

Staff conducted continuing coordination with the University of Maryland Center for Advanced Transportation Technology, which is contracted by MATOC Steering Committee members to execute the MATOC Program.

Task 5	BUDGET	Billed this month	% Funds Expended	UPWP Page
TRAVEL FORECASTING	\$2,266,800	\$139,898	74%	45

5. TRAVEL FORECASTING

5A. Network Development

To assist with coding highway and transit networks, staff makes use of a multi-year, ArcGIS-based geodatabase and editing application. The existing application develops forecast networks from a single "base" year. Staff updated COGTools so that the "base year" scenario can now be associated with multiple base years.

Staff has begun developing a year-2014 transit network in a format needed by the new transit path-building software, Public Transport (PT). This network is being derived from the highway component of the 2016 CLRP geodatabase and the 2014 transit network from recent SIP work. The network will be used to support developmental model improvement activities.

5B. Models Development and Support

Staff has compiled a list of future proposed updates to the current TPB travel demand model that are under consideration. Staff has evaluated and documented some of these updates and has worked to add several of these updates to the final version of the model that will be used in the off-cycle Air Quality Conformity analysis. The updates will be finalized in May.

The consultant-assisted project to develop and apply the regional travel demand model has progressed during April. Conference calls were held between the staff and the consultant on April 6 and 19 to monitor progress. TPB staff provided written comments to the consultant on recent work regarding value of time calculations, mode choice model estimation results, and non-motorized model estimation results. Staff also provided comments on a model validation plan memorandum presented by the consultant.

The consultant finalized a proposed model validation plan and transmitted memoranda on mode choice model estimation work and non-motorized model estimation work. These items are under review by TPB staff.

Staff has continued to document summary tables from the Census Transportation Planning Product (CTPP), which relies on the 5-year estimate (2006-2010) of the American Community Survey (ACS). A memorandum on this work is expected in early May.

Staff responded to six technical data requests: three for the currently adopted model and three for data relating to the currently adopted model/model inputs.

Staff attended a Travel Model Improvement Program (TMIP) Webinar on April 5 about efforts to integrate dynamic traffic assignment (DTA) with an activity-based model (ABM) as part of the SHRP 2 program.

Task 6	BUDGET	Billed this month	% Funds Expended	UPWP Page
TRAVEL MONITORING AND DATA PROGRAMS	\$3,487,200	\$68,961	63%	47

6. TRAVEL MONITORING AND DATA PROGRAMS

6A. Travel Monitoring Counts/Studies

Staff presented the Intercity Bus Count data to the TPB Technical Committee at its regular meeting on April 7.

Staff completed and transmitted the departmental data inventory to the DTP Director.

6B. Household Travel Survey.

COG/TPB staff held weekly meetings every Wednesday with Resource Systems Group, Inc. (RSG), the survey contractor for the 2017 COG/TPB household travel survey, to discuss the on-going survey pretest and to prepare for the main survey. For the April 2017 reporting period, the key tasks were focused on reviewing the results of the survey pretest, which was conducted in February

and March 2017. COG/TPB staff reviewed the data deliverables from RSG, including the recruit survey and the retrieval surveys for the web and smartphone app versions of the pretest survey. COG/TPB staff also discussed with RSG regarding the non-response follow-up survey and the call center. Additionally, COG/TPB staff answered inquiries from pretest survey participants and other interested parties in the survey.

6C. GIS Data (Technical Support)

Staff planned and participated in the April 18th joint meeting of the GIS Committee and NCR GDX Governance Working Group where we elected new leadership and discussed the upcoming NCR GDX regional exercise. Staff distributed materials about the upcoming NCR GDX exercise to jurisdictional GIS staff and encouraged them to participate. Staff continued to monitor the performance of the GIS server. Staff attended the April meeting of the Maryland State Geographic Information Committee (MSGIC) on April 12 in Crownsville, MD. Topics of discussion included MSGIC's strategic vision and a recap of the tuGIS conference at Towson University. Staff attended the National Park Service (National Capital Region) Long Range Transportation Plan workshop on April 25; staff shared a range of RTDC content with NPS staff.

Staff completed a web map application for Pavement and Bridge condition for the TPB Planning area in support of our Performance Based Planning and Programming requirements. The application was presented at the April meeting of the TPB Technical Committee. Staff updated all relevant GIS layers to reflect the COG/TPB membership addition of the City of Laurel. Staff also refreshed the COG Member and TPB Member maps on the COG website to reflect the changes. Staff responded to a request from Montgomery County transportation planning staff about the availability of an updated GIS file of TMC segments based on INRIX data. Staff responded to a request from the Baltimore Metropolitan Council (BMC) regarding the 2016 National Bridge Inventory (NBI). Staff worked with Department of Community Planning & Services (DCPS) staff and delivered to BMC a geodatabase with 2014-2016 NBI spatial and tabular data. Staff responded to a request from the Washington Area Bicyclist Association (WABA) to obtain a tabular file containing the 2017 Bike to Work Day pit stop locations. Staff continued to process requests from Commuter Connections staff to update pit stop data used with the Bike to Work Day map to reflect recent changes requested by the affected jurisdictions.

Staff met with Commuter Connections staff to discuss technical and data requirements for an online routing service for non-motorized transportation. Staff advised Commuter Connections GIS staff on application design and development and granted credentials for hosting the prototype ArcGIS routing service on TPB's GIS server. Staff began work on a Collector for ArcGIS application for TPB's Travel Monitoring staff. GIS staff met with staff to develop requirements for the project and received source data to use in the application. Staff worked on developing requirements for developing a web map of Transportation and Land Use Connections (TLC) projects. Staff received and reviewed compiled TLC data updated with links and coordinates from fellow TPB staff on the Plan Development & Coordination team.

Staff unveiled the new structure for TPB's spatial data library (G drive) to TPB/COG GIS users. Staff prepared a detailed memo regarding changes, transition time for data sun-downing and created technical documentation related to the G Drive.

6D. Regional Transportation Data Clearinghouse

Staff met with Plan Development & Support staff to discuss requirements for sharing the GIS dataset of TPB's Equity Emphasis Areas (EEA). Staff published the EEA layer to TPB's ArcGIS Online organizational account and shared it through the RTDC.

Staff completed processing tabular data of bicycle counts performed by TPB Travel Monitoring staff on behalf of the Virginia Department of Transportation (VDOT). Staff began processing these data

in ArcGIS for eventual inclusion in the RTDC. Staff obtained calendar year 2016 regional automatic bicycle and pedestrian counter data from BikeArlington (data host) for the District of Columbia, Arlington County, Alexandria, and Montgomery County. Staff created a separate geodatabase for these data and began to processing spatial and tabular data for inclusion in the RTDC. Staff worked with Montgomery County bicycle planning staff to obtain outstanding automatic counter data from the county's counter/data vendor (ECO, based in Montreal). ECO staff provided the requested data and it was added to the overall automatic counter geodatabase.

Staff obtained several aviation-related datasets from fellow staff and began processing and organizing for inclusion on the RTDC. Staff prepared new Performance Based Planning & Programming (PBPP) data layers for Bridge (2016) and Pavement (2015) for the RTDC, based on the recent work developing the Pavement & Bridge Condition web mapping application. Staff completed updating the regional jurisdictional VMT table for 2015 and provided it to TPB staff so that it could be for freight planning. Updates included adding 2015 VMT for each jurisdiction and making changes to the format of the table to accommodate the fact that VDOT no longer reports VMT by roadway functional classification. Staff provided 2007 AAWDT estimates based on the current CLRP network to fellow DTP staff. This included providing AADT estimates on screenline links to which no station had previously been linked. Staff continued to process the regional 2015 AADT data for inclusion in the RTDC. Staff continued to refine SAS programs to process vehicle classification data.

Staff began updating several ArcGIS GIS Online (AGO) content items (metadata, links) in preparation for the May refresh of the RTDC content and application. Staff made updates to the RTDC project page and ArcGIS Online (AGO) content pages.

Task 7	BUDGET	Billed this month	% Funds Expended	UPWP Page
COOPERATIVE FORECASTING AND TRANSPORTATION PLANNING COORDINATION	\$860,000	\$36,546	56%	51

7. COOPERATIVE FORECASTING AND TRANSPORTATION PLANNING COORDINATION

During April, the CAOs Committee received a briefing on the current work of the CBA analysis and were provided an updated regional map. Staff prepared for an updated briefing on CBAs to the Planning Directors on April 21, but GSA was unable to present and the meeting was cancelled.

DCPS staff continued conversations with members of the Cooperative Forecasting Subcommittee about the likelihood of a future update to the Round 9.0 Cooperative Forecasts during the fall 2017.

DCPS staff also continued conversations concerning a TOD event with a tentative date in June 2017.

Task 8	BUDGET	Billed this month	% Funds Expended	UPWP Page
PUBLIC PARTICIPATION AND HUMAN SERVICES COORDINATION	\$830,200	\$53,493	69%	53

8. PUBLIC PARTICIPATION AND HUMAN SERVICES COORDINATION

8A. Public Participation

At its April meeting, Citizens Advisory Committee was briefed on the Long-Range Plan Task Force meeting and discussed next steps. The committee also received a briefing on the TPB's Transportation Land-Use Connections program and Transportation Alternatives Program. At the end of the meeting the committee provided input for the public participation activities for the 2018 long-range plan.

Staff began working on public outreach activities for the 2018 long-range plan, which will include a public opinion survey in the spring/summer and workshops in the fall/winter.

During the month of April, Richard Ezike was nominated by the TPB officers to represent the AFA on the Long-Range Transportation Plan Task Force. Staff provided assistance to Mr. Ezike in participating in the April 19 Task Force meeting.

8B. Communications

The *TPB News* was produced and distributed on a bi-weekly basis.

TPB staff maintained an active presence on social media.

Staff worked on the update of pages on the COG website related to transportation.

8C. Human Services Transportation Coordination

During the month of April, staff set a draft timeline for the solicitation for Section 5310 Enhanced Mobility grant applications and set tentative dates and places for the pre-application conferences in August to be held at COG, one in Maryland and one in Virginia. Staff reviewed changes needed to the application, the website and created zip code maps of the Washington DC-VA-MD Urbanized Area by TPB member jurisdictions.

Task 9	BUDGET	Billed this month	% Funds Expended	UPWP Page
TRANSPORTATION ALTERNATIVES (TAP) AND LAND USE CONNECTION (TLC) PROGRAMS	\$422,700	\$55,094	62%	55

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

9A. Transportation and Land Use Connections TLC Program

The application deadline for FY 2018 TLC technical assistance applications was April 3. Eleven applications were submitted. Staff convened a selection panel on April 24, which chose nine projects to recommend for funding.

For FY 2017 projects, consultants continued work in April:

- District of Columbia - Metrorail Walkshed Improvement Project – The consultant worked to finalize draft maps of the station areas and provide potential improvements for DDOT review.
- Falls Church, VA – West Falls Church Transportation Study – Following up on community and stakeholder consultation, the consultant worked to finalize draft recommendations on transportation improvements for the project.

- City of Frederick, MD – Golden Mile Multimodal Access Enhancement Plan 30% Design – The consultant continued to refine preferred concept design alternatives.
- Greenbelt, MD – The consultant conducted a survey to identify the mobility and accessibility needs of seniors.
- Manassas, VA – Streetscape Design Standards for Mathis Ave – The consultant worked to complete the final designs and continued work on a design manual with templates for landscaping, pavement materials, and possible stormwater features.
- Montgomery County, MD – Bus Rapid Transit Station Design – The consultant prepared designs for the final stakeholder session in April.
- Prince William County, VA – Mixed-Use Connectivity and Multimodal Connectivity around Future VRE Stations – Because the County Board of Supervisors has indefinitely delayed a decision on the Haymarket extension, staff worked with the consultant to develop a contract amendment for the project that will focus on placemaking opportunities in the designated locations that is still desirable even if without the presence of high-capacity transit.
- Takoma Park, MD – New Avenue Bikeway – The consultant worked to incorporate comments and finalize the 15% design plans.

9B. Transportation Alternatives Programs (TAP)

Staff convened a review panel to develop recommendations for the FY 2018 Virginia Transportation Alternatives Program. Eighteen projects were received, requesting approximately \$10 million in funding. The TPB had \$2.7 million to recommend for projects. The Selection Panel chose seven projects for funding. The TPB was scheduled to approve the projects in April.

Task 10	BUDGET	Billed this month	% Funds Expended	UPWP Page
TPB SUPPORT AND MANAGEMENT	\$825,785	\$46,617	67%	57

10. TPB SUPPORT AND MANAGEMENT

10A. TPB Support and Management

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.
- Coordinate TPB Planning Activities with Program Directors and day-to-day management of and allocation of staff and financial resources.
- Monitor of all work program activities and expenditures.

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

- State Technical Working Group – (STWG)
- Long Range Plan Task Force Meeting (two meetings) - (LRPTF)
- Citizen’s Advisory Committee – (CAC)
- Transportation Planning Board – (TPB)
- Transportation Land Connections Selection Panel – (TLC)
- Metropolitan Area Transportation Operations Coordination – (MATOC)
- TPB Technical Committee meeting
- TPB Steering Committee meeting
- Private Providers Annual Transit Forum
- TPB Regional Public Transportation Subcommittee (RPTS)

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 of the Department’s activities. Work activities the Director was involved in during the month 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/MSC) 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.

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

- FTA SSO MSC Status Meeting
- SSO MSC Policy Support Working Group
- Visiting researcher from Japan Mr. Tatsuri Sonobe RE: Complete Streets – Practices and Policies in NCR
- Potomac River Transportation Concept – Mr. Willem Polak and his architect, Mr. Stuart Freudberg
- COG CAOs Metro Technical Panel– Teleconference review draft final report
- CEEPC Meeting – COG Board Room
- Meeting with the new COG ITFM Director

10.B. 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.

Task 11	BUDGET	Billed this month	% Funds Expended	UPWP Page
TECHNICAL ASSISTANCE	\$2,009,535	\$90,769	52%	59

11. TECHNICAL ASSISTANCE

A. District of Columbia

Traffic Counts and Highway Performance Monitoring System (HPMS) Support

Staff worked with DDOT staff to plan and participate in the April 26th HPMS Committee meeting. Staff presented the PCS and HERE data status, and the annual count processing in preparation for the HPMS submittal. Staff prepared the summary of the meeting and shared it with DDOT staff.

Staff summarized and analyzed the March traffic data from PCS and HERE stations and shared the summary with DDOT staff for field inspection purposes.

Staff prepared the 2016 AADT estimates for the HPMS submittal, staff discussed questionable counts with DDOT staff HPMS Committee members. Staff also prepared the ramp AADT estimates, K-Factor, D-Factor, and Truck AADT and factor for the HPMS submittal.

Staff created ten additional count location maps for the 2017 Spring short term traffic counts and assigned the count locations to the contractor. Staff received, reviewed, and accepted 48 short-term counts done by the contractor.

B. Maryland

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 projects.

Project Planning Studies

State technical assistance funds were used for the off-cycle 2016 CLRP air quality conformity analysis. Please refer to the write-up in "Air Quality Conformity" section of the report.

Transportation / Land Use Connections Program

Consultant invoices were paid (see previous TLC items)

C. Virginia

Program Development and Data / Documentation Processing

Staff attended the monthly meeting cycle (STWG), Technical Committee, TPB) and the TPB Travel Forecasting Subcommittee meeting.

Travel Monitoring and Survey

Staff began the field work for the VDOT HOV data collection project along I-66.

Travel Demand Modeling

State technical assistance funds were used for the off-cycle 2016 CLRP air quality conformity analysis. Please refer to the write-up in “Air Quality Conformity” section of the report.

Regional and Sub-Regional Studies

Staff reviewed materials for and participated in the April meetings of the NVTa, the RJACC, the NVTC , and the TransAction Subcommittee. Staff attended the NVTa NoVA Transportation Roundtable on April 5.

D. WMATA

Program Development

Staff attended the monthly meeting cycle (STWG, Technical Committee, TPB).

Bus Facility Enforcement and Education Guidelines for the National Capital Region

Staff participated in WMATA Bus Lane Enforcement Call on April 3 and provided feedback on draft deliverables.

12. CONTINUOUS AIRPORT SYSTEM PLANNING

12A. 2015 Regional Air Passenger Survey

Staff continued to document the air passenger survey data editing, factoring and geo-coding process. This work included flow chart development using the 2015 air passenger survey. Staff continued to search for Official Airline Guide (OAG) data vendors in preparation for generating sample flights for APS 2017.

12B. Ground Access Travel Time Study

Staff continued to finalize all outstanding CASP reports in the new COG report template.

12C. Air Cargo Element

Staff began the 2015 Air Cargo Report formatting.

FY 2017 TRANSPORTATION PLANNING BOARD
COG/TPB BUDGET EXPENDITURE SUMMARY
April 2017

	DC, MD and VA FTA, FHWA and LOCA BUDGET TOTAL	FUNDS EXPENDED	BILLED THIS MONTH	% FUNDS EXPENDED
1. Long-Range Planning				
Long Range Plan	1,104,800.00	822,015.47	82,173.70	74%
SUBTOTAL	1,104,800.00	822,015.47	82,173.70	74%
2. Performance-Based Planning and Programming				
Planning	175,577.00	148,775.81	19,465.41	85%
Transportation Improvement Plan	293,563.00	182,334.31	25,720.06	62%
SUBTOTAL	469,140.00	331,110.12	45,185.46	71%
3. Mobile Emissions Planning				
Air Quality Conformity	867,563.00	638,021.43	46,548.53	74%
Mobile Emissions Analysis	731,241.00	556,543.03	48,248.26	76%
SUBTOTAL	1,598,804.00	1,194,564.46	94,796.79	75%
4. Planning Programs				
Congestion Mgmt Process	284,479.00	162,622.93	29,163.41	57%
Congestion Monitoring	154,803.00	106,210.03	5,711.13	69%
MOITS	357,444.00	262,045.25	16,352.98	73%
Emergency Preparedness	106,204.00	66,877.31	4,406.78	63%
Transporatation Safety	118,333.00	80,300.97	12,655.27	68%
Bike & Pedestrian	126,018.00	106,038.31	4,170.11	84%
Regional Public Transit	129,532.00	100,279.13	9,232.24	77%
Freight Planning	153,337.00	118,606.60	3,802.24	77%
MATOC	134,046.00	98,937.56	7,881.41	74%
SUBTOTAL	1,564,196.00	1,101,918.09	93,375.58	70%
5. Travel Forecasting				
Software Support	196,636.00	137,917.74	18,680.15	70%
Network Development	740,087.00	538,342.71	55,724.57	73%
Models Development	1,330,077.00	1,001,183.79	65,493.75	75%
SUBTOTAL	2,266,800.00	1,677,444.25	139,898.47	74%

FY 2017 TRANSPORTATION PLANNING BOARD
COG/TPB BUDGET EXPENDITURE SUMMARY
April 2017

	DC, MD and VA FTA, FHWA and LOCA BUDGET TOTAL	FUNDS EXPENDED	BILLED THIS MONTH	% FUNDS EXPENDED
6. Travel Monitoring and Data Programs				
Household Travel Survey	884,278.00	455,683.42	22,898.00	52%
Travel Monitoring Counts/Studies	242,256.00	233,032.92	1,251.01	96%
Regional Transportation Data Clearinghouse	300,492.00	173,515.66	19,056.29	58%
GIS Technical Support	534,547.00	376,434.05	25,755.88	70%
SUBTOTAL	1,961,573.00	1,238,666.05	68,961.18	63%
7. Cooperative Forecasting and Transportation Planning Coordination				
Cooperative Forecasting Coordination	760,000.00	423,843.19	36,546.39	56%
SUBTOTAL	760,000.00	423,843.19	36,546.39	56%
8. Public Participation and Human Service Transportation Coordination				
Public Participation	675,953.00	462,171.11	43,562.00	68%
Annual Report	154,270.00	108,138.68	9,931.59	70%
SUBTOTAL	830,223.00	570,309.79	53,493.59	69%
9. Transportation Alternatives and Transportation Land Use Connection Program				
Alternatives and TLC	422,700.00	262,231.08	55,094.97	62%
SUBTOTAL	422,700.00	262,231.08	55,094.97	62%
10. TPB Support and Management				
TPB Support and Mgmt	749,365.00	516,691.66	42,639.99	69%
UPWP	76,420.00	36,920.37	3,977.31	48%
SUBTOTAL	825,785.00	553,612.03	46,617.31	67%
SUBTOTAL CORE PROGRAM ITEMS 1-10	11,804,021.00	8,175,714.53	716,143.44	69%
TECHNICAL ASSISTANCE				
District of Columbia	245,000.00	152,498.67	14,419.84	62%
Maryland	317,000.00	132,062.46	26,727.39	42%
Virginia	420,000.00	163,155.54	37,193.02	39%
WMATA	149,620.00	77,647.18	12,428.40	52%
Technical Assistance Program Total	1,131,620.00	525,363.85	90,768.65	46%

FY 2017 TRANSPORTATION PLANNING BOARD
 COG/TPB BUDGET EXPENDITURE SUMMARY
 April 2017

	DC, MD and VA FTA, FHWA and LOCA BUDGET TOTAL	FUNDS EXPENDED	BILLED THIS MONTH	% FUNDS EXPENDED
TPB GRAND TOTAL	12,935,641.00	8,701,078.38	806,912.09	67%

**FY 2017 TRANSPORTATION PLANNING BOARD
FINANCIAL STATUS OF TECHNICAL ASSISTANCE**

April 2017
SUPPLEMENT 1

	TOTAL AUTHORIZED BUDGET	TOTAL EXPENDITURES	FTA/STA/LOC AUTHORIZED BUDGET	FTA EXPENDITURES	PL FUNDS/LOC AUTHORIZED BUDGET	FHWA EXPENDITURES
A. District of Columbia						
DC Program Development	10,000.00	5,877.18	1,263.05	742.32	8,736.95	5,134.87
DDOT HPMS	235,000.00	146,621.48	29,681.72	18,519.06	205,318.28	128,102.43
SUBTOTAL	245,000.00	152,498.67	30,944.77	19,261.38	214,055.23	133,237.29
B. Maryland						
MD Program Development	7,000.00	5,884.79	884.14	743.28	6,115.86	5,141.51
Project Planning Studies	90,000.00	88,364.37	11,367.47	11,160.88	78,632.53	77,203.49
Transpiration Performance Measures	60,000.00	19,216.20	7,578.31	2,427.11	52,421.69	16,789.10
Transportation/Land Use Connection Program	160,000.00	18,597.10	20,208.83	2,348.91	139,791.17	16,248.19
SUBTOTAL	317,000.00	132,062.46	40,038.75	16,680.18	276,961.25	115,382.28
C. Virginia						
Data Documentation Processing	15,000.00	13,102.22	1,894.58	1,654.88	13,105.42	11,447.34
Travel Monitoring Surveys	240,000.00	73,086.34	30,313.25	9,231.18	209,686.75	63,855.15
Travel Modeling	60,000.00	23,378.66	7,578.31	2,952.85	52,421.69	20,425.81
Sub Region Study	75,000.00	52,210.37	9,472.89	6,594.44	65,527.11	45,615.93
Long Distance Commuter Bus	30,000.00	1,377.95	3,789.16	174.04	26,210.84	1,203.91
SUBTOTAL	420,000.00	163,155.54	53,048.18	20,607.39	366,951.82	142,548.15
D. WMATA						
Program Development	5,000.00	4,981.59	5,000.00	4,981.59	0.00	0.00
Misc Services	8,694.00	8,482.73	8,694.00	8,482.73	0.00	0.00
Bus Facility Guidelines	135,926.00	64,182.87	135,926.00	64,182.87	0.00	0.00
SUBTOTAL	149,620.00	77,647.18	149,620.00	77,647.18	0.00	0.00
GRAND TOTAL	1,131,622.00	525,363.85	273,651.71	134,196.13	857,968.29	391,167.72