

*U*nified
*P*lanning
*W*ork
*P*rogram

*of Transportation Planning Activities
for the Coastal Region Metropolitan Planning Organization
(CORE MPO)*

*Fiscal Year 2017
July 1, 2016 - June 30, 2017*

Adopted: March 9, 2016
Amended: April 27, 2016

*Administered by the Chatham County-Savannah Metropolitan Planning Commission in cooperation with
the Georgia Department of Transportation*

The format of this document as well as the particular work tasks and subtasks was determined through a cooperative effort between FHWA, GDOT and the Georgia MPOs. In 2001/2002, a series of four separate meetings were held in Atlanta over the course of several months at the request of FHWA staff. The object of these four meetings, which included attendees from FHWA, GDOT and the Georgia MPOs was to standardize the format and work tasks of all of the Georgia UPWPs in order to facilitate a more efficient review process by FHWA. The Coastal Region MPO, by convention, continues to follow this FHWA and GDOT approved format.

The opinions, findings, and conclusions in this publication are those of the author(s) and not necessarily those of the Department of Transportation, State of Georgia, or the Federal Highway Administration.

Prepared in cooperation with the Department of Transportation, Federal Highway Administration.

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*COASTAL REGION
METROPOLITAN PLANNING ORGANIZATION*

UNIFIED PLANNING WORK PROGRAM

FISCAL YEAR 2017

(July 1, 2016 - June 30, 2017)

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RESOLUTION

COASTAL REGION METROPOLITAN PLANNING ORGANIZATION

ADOPTION OF CORE MPO FY 2017 UNIFIED PLANNING WORK PROGRAM

WHEREAS, in accordance with the joint Federal Transit Administration - Federal Highway Administration regulations on urban transportation planning (23 CFR Parts 420 and 450, and 49 CFR Part 613), a Unified Planning Work Program is required to be developed; and

WHEREAS, the Coastal Region Metropolitan Planning Organization has been designated by the Governor of Georgia as the Metropolitan Planning Organization for the Savannah urbanized area; and

WHEREAS, the Georgia Department of Transportation, in a letter dated May 29, 2015, outlined the "PL Funding Formula, Distribution and Review Committee Process"; and

WHEREAS, the Coastal Region Metropolitan Planning Organization, in accordance with Federal requirements for a Unified Planning Work Program, and in cooperation with area planning, implementation, and operating transportation agencies, has developed a total transportation planning program for the Savannah urbanized area for the upcoming fiscal year which is specific by planning element and costs, and which combines all applicable funding sources; and

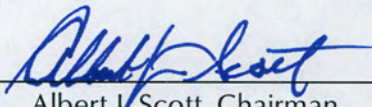
WHEREAS, the Unified Planning Work Program is consistent with all plans, goals, and objectives of the Coastal Region Metropolitan Planning Organization; and

WHEREAS, the Coastal Region Metropolitan Planning Organization Board is in support of all planning work tasks contained herein, acknowledges and confirms that local match is available for all regular and illustrative tasks listed, and requests consideration of additional discretionary funding from the PL Funds Review Committee for the four proposed illustrative tasks:

NOW, THEREFORE BE IT RESOLVED, that the Coastal Region Metropolitan Planning Organization adopts the Coastal Region Metropolitan Planning Organization FY 2017 Unified Planning Work Program as its official program of transportation planning activities for the period from July 1, 2016 to June 30, 2017.

CERTIFICATION

I hereby certify that the above is a true and correct copy of a Resolution adopted by the Coastal Region Metropolitan Planning Organization at a meeting held on March 9, 2016.



Albert J. Scott, Chairman
Coastal Region Metropolitan Planning Organization

RESOLUTION

COASTAL REGION METROPOLITAN PLANNING ORGANIZATION

**AMENDMENT TO CORE MPO FY 2017
UNIFIED PLANNING WORK PROGRAM**

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WHEREAS, the Coastal Region Metropolitan Planning Organization, in accordance with Federal requirements for a Unified Planning Work Program, and in cooperation with area planning, implementation, and operating transportation agencies, has developed a total transportation planning program for the Savannah urbanized area for the upcoming fiscal year which is specific by planning element and costs, and which combines all applicable funding sources; and

WHEREAS, the Unified Planning Work Program is consistent with all plans, goals, and objectives of the Coastal Region Metropolitan Planning Organization; and

WHEREAS, the Coastal Region Metropolitan Planning Organization adopted the FY 2017 Unified Planning Work Program on March 9, 2016; and

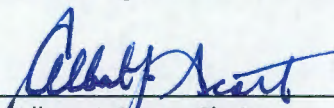
WHEREAS, the PL Funds Review Committee has elected to award discretionary planning funds to three illustrative subtasks: the Congestion Management Process Update, the Transportation Demand Management Strategies and Socio-Economic Data subtasks, and

WHEREAS, the next step in the procurement process for the discretionary planning funds, as determined by the PL Funds Review Committee, is to amend these subtasks into the funded portion of the FY 2017 UPWP.

NOW, THEREFORE BE IT RESOLVED, that the Coastal Region Metropolitan Planning Organization amends the Coastal Region Metropolitan Planning Organization FY 2017 Unified Planning Work Program as its official program of transportation planning activities for the period from July 1, 2016 to June 30, 2017.

CERTIFICATION

I hereby certify that the above is a true and correct copy of a Resolution adopted by the Coastal Region Metropolitan Planning Organization at a meeting held on April 27, 2016.



Albert J. Scott, Chairman
Coastal Region Metropolitan Planning Organization

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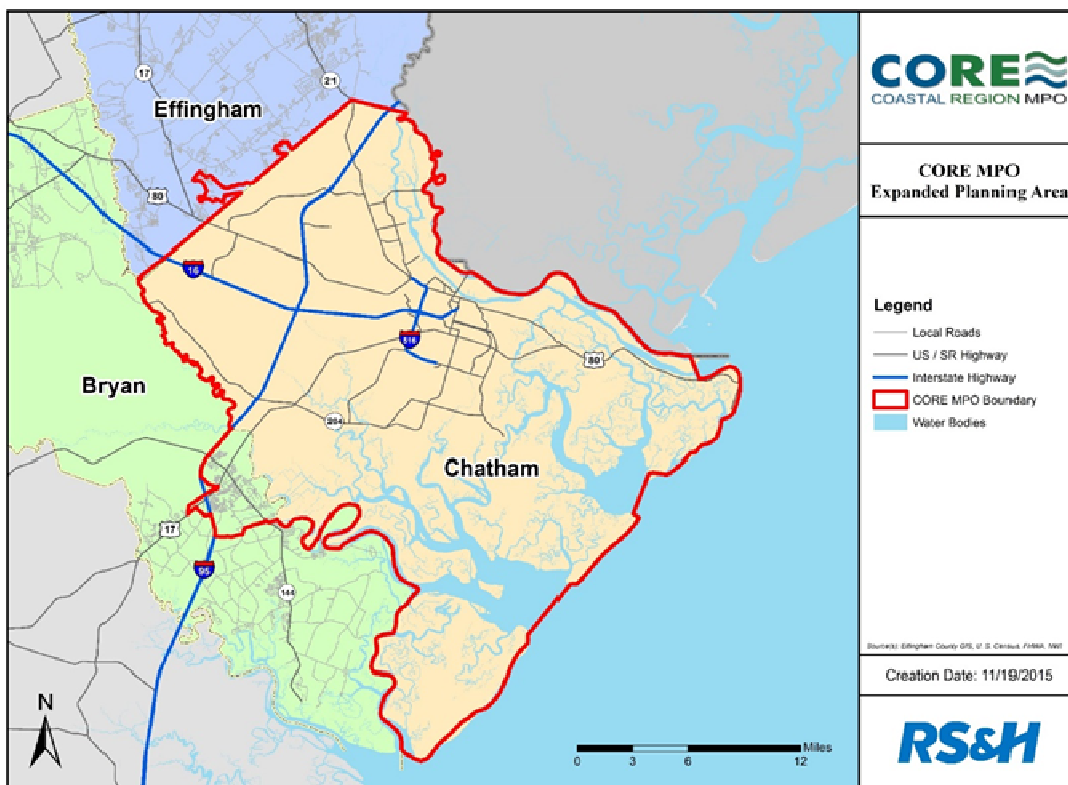
Introduction

Purpose of the UPWP

This FY 2017 Unified Planning Work Program (UPWP) for the Coastal Region Metropolitan Planning Organization (CORE MPO), formerly the Chatham Urban Transportation Study (CUTS), describes the transportation planning activities supporting the development of the Transportation Improvement Program (TIP) and the Metropolitan Transportation Plan (MTP) to be performed from July 1, 2016 to June 30, 2017 with funds provided under Title 23 U.S.C. 134 and the Federal Transit Act, with regulations included in 23 C.F.R. 450. Since 1962, federal law has mandated that metropolitan transportation plans and programs be developed through a continuing, cooperative and comprehensive (3-C) planning process

Overview of the MPO Planning Process

CORE MPO is the designated Metropolitan Planning Organization (MPO) for the Savannah Urbanized Area which includes all of Chatham County and portions of Bryan and Effingham Counties. The CORE MPO Metropolitan Planning Area is depicted below.



The MPO is the organization designated by the governor to administer the federally-required transportation planning process in an urbanized area with a population over 50,000. The MPO oversees the transportation planning process for the Metropolitan Planning Area, which encompasses the existing Census designated urbanized area and the area expected to become urbanized in the next 20 years.

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MPOs are required to have a decision-making “policy body.” For CORE MPO, this is the CORE MPO Board, which is primarily composed of key local elected and appointed officials, as well as modal representatives and advisory committee representatives. Beyond this, there is no required structure. However, in the interest of carrying out the 3-C planning process with maximum inclusivity and effectiveness, the CORE MPO also includes:

- MPC Executive Director and professional staff
- CORE MPO Technical Coordinating Committee (TCC)
- CORE MPO Economic Development and Freight Advisory Committee (EDFAC)
- CORE MPO Citizens Advisory Committee (CAC)
- CORE MPO Advisory Committee on Accessible Transportation (ACAT)

Each CORE MPO advisory committee is comprised of representatives at the local and sometimes state level who possess expertise in a particular aspect of transportation relevant to the CORE MPO. Each advisory committee has a voting representative on the CORE MPO Board.

Participation in the CORE MPO Process

The CORE MPO continues to emphasize participation of all interested parties. All CORE MPO Board and Advisory Committee meetings are open to the public, with meeting agendas and materials published well in advance. In addition, all planning products are prepared with multiple opportunities for participation throughout the process. For specific details, please refer to the CORE MPO Participation Plan at www.corempo.org. Other components of the transportation planning process which include study organization/management and responsibilities are addressed in the Memorandum of Understanding (MOU) and bylaws, which were adopted in 2015.

Development of the UPWP is carried out by the CORE MPO staff. The review and adoption process follows the CORE MPO Board and advisory committee process, and includes a minimum of four public meetings with opportunity for comment, and response to all comments. These public meetings coincide with the regular bi-monthly CORE MPO Board and Advisory Committee meetings. In advance of any public review, or review by CORE MPO Board and Advisory Committees, FHWA and GDOT conduct a separate thirty day review and comment period with changes and comments submitted to CORE MPO staff for execution prior to dissemination to the CORE MPO Board and Advisory Committees, and the public for review and approval. Once the CORE MPO Board has approved the UPWP it is again submitted to FHWA for re-review and approval.

In 2002, the Chatham Urban Transportation Study was designated a Transportation Management Area (TMA) when the Savannah Urbanized Area population first exceeded 200,000. MPOs which are designated as TMAs take on greater responsibility and authority in the areas of congestion management and project selection, and are required to undergo a certification review with FHWA and FTA every four years.

TMA MPOs are required to develop a Congestion Management Process (CMP). The CMP outlines how congestion will be managed through a series of recommendations and tools to be continuously implemented to enhance mobility across the multimodal transportation system. CUTS developed its first CMP as a Congestion Management System (CMS) in 2003/2004 under the old CMS requirements then current prior to the passage of the Safe, Accountable, Flexible, Efficient Transportation Act: A Legacy for Users (SAFETEA-LU). The initial CUTS CMS exceeded the minimum requirements substantially, so much so that with FHWA’s approval, and without

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modification, it was recertified as a CMP on June 27, 2007 to meet SAFETEA-LU requirements. Subsequent updates to the CORE MPO CMP were completed in 2009 (Phase 2) and 2016 (Phases 3 and 4).

To conform with the approved FHWA/GDOT UPWP format, the program has been organized into four major elements and then subdivided into specific tasks under each major element. The four major program categories are as follows:

- I. Administration*
- II. Public Involvement*
- III. Data Collection*
- IV. Systems Planning*

This UPWP will guide transportation planning activities in a performance based approach toward implementing the adopted goals and objectives, and annual planning priorities of CORE MPO. These annual planning priorities are based upon the previously established goals and objectives, which are contained in the Total Mobility Plan /2040 Metropolitan Transportation Plan (MTP) (August 2014), and annual list of Planning Emphasis Areas (PEAs) (2017 PEAs pending distribution from USDOT). The CORE MPO has previously identified specific preliminary measures to assess progress toward achieving these goals, and is awaiting further direction and guidance at the federal and state level in the form of final rulemakings and establishment of state performance targets so that CORE can establish consistent performance targets to assess progress in achieving established goals.

Adopted Goals

- 1. Economic Activity:* Support the economic vitality of the region, matching the community's goals, especially by enabling local, regional and global competitiveness, productivity and efficiency.
- 2. Safety:* Ensure and increase the safety of the transportation system for all users, including motorized vehicles, bicyclists and pedestrians.
- 3. Security:* Ensure and increase the security of the transportation system for all users, including motorized vehicles, bicyclists and pedestrians.
- 4. Accessibility, Mobility and Connectivity:* Ensure and increase the accessibility, mobility and connectivity options available to people and freight, and ensure the integration of modes, where appropriate.
- 5. Environment and Quality of Life:* Protect, enhance and sustain the environment and quality of life, promote energy conservation and address climate change.
- 6. System Management and Maintenance:* Assess the transportation system to determine what works well, what does not work well, and potential improvement options.
- 7. Intergovernmental Coordination:* Ensure coordination in the transportation planning process between intra- and inter-regional partners, including both state and local agencies.

FY 2017 Planning Priorities and Their Relationship to the Adopted Goals

Planning priorities for FY 2017 are developed through an open and inclusive process through the MPO Board and advisory committees with input from transportation stakeholders and the general public.

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- Maintenance and further detailing of the Total Mobility Plan MTP following the major revisions completed in 2016 to expand the planning area. *This is a priority due to the federal requirement to maintain ongoing consistency between the TIP and the MTP. Numerous TIP amendments occur throughout the year necessitating concomittant modifications to the MTP in the form of amendments and addenda so that the documents match.*

Goals addressed: 1, 2, 4, 5 and 6.

- Maintenance of the current TIP and development of the 2018-2021 TIP. *This is necessitated by the need to keep the TIP consistent with ongoing project implementation activities by GDOT and other project sponsors, and to follow the GDOT convention of developing a new TIP and STIP each year.*

Goals addressed: 1, 2, 4, 5 and 6.

- Congestion Management Process Update (Phase VI). *This is being carried out in response to a recommendation from FHWA in the 2013 Certification Review. While there is no federally prescribed update schedule for the CMP as there is for the MTP, it is important to periodically update and reassess the CMP and congestion mitigation strategies. The current CMP was designated in 2007 with follow-up phases in 2009 and 2014-2016 based upon the recommendations of the initial CMP.*

Goals addressed: 2, 4 and 6.

- Follow-up activities subsequent to the anticipated approval of the I-16 IMR, including next steps to integrate outcomes with CORE MPO plans. *While no specific actions can be known with certainty until the IMR is approved, it just makes sense that a major planning study such as this will generate results requiring further planning actions. Scoping activities are one likely short term activity pernding successful completion of the 1-16 IMR.*

Goals addressed: 1, 4 and 5.

- Victory Drive Corridor Study Phase III. *The initial phase of the Victory Drive Study called for subsequent detailed planning studies on individual segments. This is a continuation of planning efforts begun with phase one, and carried forward in Phase II.*

Goals addressed: 1, 2, 4, 5, 6 and 7.

- Roll out of the TIP web based tools begun in FY 2016. *As the world continues to transition from printed media toward web based and even mobile applications, the CORE MPO will bring the TIP into the modern age, thus improving its accessibility and relevance to a broader cross section of the public.*

Goals addressed: 4 and 7.

- Road Diet Feasibility Study. *The City of Savannah has made it a priority to improve bicycle and pedestrian access. This study will support the ongoing efforts of the City of Savannah by*

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assessing future road diet corridors, thus building on the successes of Price Street, Washington Avenue, Habersham Street and Lincoln Street.

Goals addressed: 2, 3, 4, 5 and 6.

- Airport Area Transportation Master Plan. With rapid growth in the Pooler area increasing congestion at key airport access points, local transportation stakeholders have requested this study to ensure adequate transportation planning occurs to enable effective and proactive congestion mitigation and continued economic growth and vitality in this sector of the MPA. This is an example of the CORE MPO's take-charge approach to congestion management through an ongoing process which includes strong alliances with local businesses and industries.

Goals addressed: 1, 2, 3, 4 and 7.

- Model Development and Applications for Performance Measurement. *In preparation for the anticipated transition to performance based planning, the CORE MPO previously completed a technical review of current traffic modeling procedures in order to identify notable strengths and areas for potential improvement of the four step model developed . This task will carry out priority model improvements identified in the previous study with the goal of customizing the model as a strategic performance measurement tool.*

Goals addressed: 4, 6 and 7.

- FAST ACT Implementation (pending final rulemakings). *FAST ACT compliance and implementation is a federal requirement for MPOs. CORE MPO is proactively working to implement FAST ACT to the maximum extent possible in light of completed and impending rulemakings.*

Goals addressed: 1, 2, 3, 4, 5, 6 and 7.

- FAST Act Implementation and compliance. *FAST compliance and implementation is a federal requirement for MPOs. CORE MPO is proactively working to implement FAST Act to the maximum extent possible in light of pending guidance and proposed rulemaking.*

Goals addressed: 1, 2, 3, 4, 5, 6 and 7.

- CAT Regional Mobility Management Program. *CAT requested, and the CORE MPO Board approved a policy to set aside a portion of urban attributable STP funds for transit planning activities. This is a CAT identified priority and continues the flexibility in funding first established under ISTEA.*

Goals addressed: 4, 5 and 6.

- CAT Tactical Optimization Process. *CAT requested, and the CORE MPO Board approved a policy to set aside a portion of urban attributable STP funds for transit planning activities. This is a CAT identified priority as called for the CAT Transportation Development Program.*

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Goals addressed: 4, 5 and 6.

The UPWP lists proposed funding sources for each project as well as the agencies that participate in these projects. The Chatham County-Savannah Metropolitan Planning Commission (MPC) Transportation Department staff serves as lead staff to CORE MPO and receives federal funding for both highway and transit planning. The Georgia Department of Transportation (GDOT) is an active participant in the transportation planning process, and also receives federal funding for planning.

The Chatham Area Transit Authority (CAT) and the MPC, through an ongoing annual agreement, collaborate on defining and programming transit planning projects for listing in the UPWP. The Federal Highway Administration (FHWA), Federal Transit Administration (FTA) as well as other local agencies in The CORE MPO Metropolitan Planning Area (MPA) participate in the process as well.

The overall planning program is designed to comply with the requirements of the U.S. Department of Transportation Fixing America's Surface Transportation Act (FAST Act), which was signed into law on December 4, 2015. FAST is the first Federal law in over ten years to provide long-term (five year) funding certainty for surface transportation. The FAST Act supersedes the Moving Ahead for Progress in the 21st Century (MAP-21) which was signed into law on July 6, 2012. While final rulemakings are still pending for

MAP-21, CORE MPO is actively implementing FAST Act requirements to the maximum extent possible while awaiting further guidance on FAST with an eye toward initial implementation activities under this program while awaiting final rulemakings on MAP-21 for implementation. FAST ACT preserved ISTEA's, TEA-21's and SAFETEA-LU's emphasis on the local transportation planning process and added new requirements for specific performance measures and targets. Unlike TEA-21 and SAFETEA-LU, MAP-21 was a two year bill which provided decreased funding levels for the work program.

FAST Act Planning Factors²

The Metropolitan Planning program under SAFETEA-LU provided funding for the integration of transportation planning processes in the Metropolitan Planning Organizations (MPOs) into a unified metropolitan transportation planning process, culminating in the preparation of a multimodal transportation plan for the MPO. Title 23 of the United States Code, section 134(f) (revised in SAFETEA-LU section 6001(h)) describes Federal Planning Factors issued by Congress to emphasize planning factors from a national perspective. Under Map-21 these planning factors remain unchanged, however the FAST Act, on December 4, 2015 added three new planning factors to the eight planning factors which had existed for SAFETEA-LU:

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency.

² On December 4, 2015, after this document was substantially completed, President Barack Obama signed into law the Fixing America's Surface Transportation (FAST) Act. CORE MPO will proactively update its plans and programs, to meet FAST Act implementation requirements and schedules as guidance becomes available.

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2. Increase the safety of the transportation system for motorized and non-motorized users.
3. Increase the security of the transportation system for motorized and non-motorized users.
4. Increase the accessibility and mobility of people and for freight.
5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns.
6. Enhance the integration and connectivity of the transportation system, across and between modes, people and freight.
7. Promote efficient system management and operation.
8. Emphasize the preservation of the existing transportation system.
9. Improve transportation system resiliency and reliability
10. Reduce or mitigate the storm water impacts of the surface transportation system
11. Enhance travel and tourism.

Pursuant to the FHWA approved Georgia UPWP template, the following table serves as a visualization tool which shows how the proposed transportation planning tasks relate to the eight planning factors and underscore the strong alignment between CORE MPO's planning activities and federal transportation planning priorities:

| Task No. | Task Description | Metropolitan Planning Factors Addressed | | | | | | | | | | |
|----------|---|---|---|---|---|---|---|---|---|---|----|----|
| | | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 1 | Program Support and Administration | | | | | | | | | | | |
| 1.1 | Program Coordination | X | X | X | X | X | X | X | X | X | X | X |
| 1.2 | Operations and Administration | X | X | X | X | X | X | X | X | X | X | X |
| 1.3 | Training and Professional Development | X | X | X | X | X | X | X | X | X | X | X |
| 1.4 | Equipment and Supplies | | | | | | | | | | | |
| 1.5 | Contracts and Grants | X | X | X | X | X | X | X | X | X | X | X |
| 1.6 | Unified Planning Work Program | X | X | X | X | X | X | X | X | X | X | X |
| 2 | Public Involvement | | | | | | | | | | | |
| 2.1 | Community Outreach/Education | | | | X | X | X | | | | | |
| 2.2 | Environmental Justice/Title 6/Anti-Poverty | | | | X | X | X | | X | | | |
| 2.3 | Participation Plan | | | | | | | | | | | |
| 3 | Data Collection | | | | | | | | | | | |
| 3.1 | Socio-economic Data | X | | | | X | | | | | | X |
| 3.2 | Traffic Impact Analysis/Land Use Monitoring | X | X | | | X | X | X | X | | | |
| 3.6 | Bicycle and Pedestrian Demand | X | X | | X | X | X | X | X | X | | X |
| 4 | Systems Planning | | | | | | | | | | | |
| 4.1 | Congestion Management System Update | X | X | X | | X | X | X | X | X | | X |
| 4.2 | Transit / Paratransit Planning | X | X | X | X | X | X | X | X | X | | X |
| 4.6 | Model Development and Applications | X | | | X | X | X | X | X | | | X |
| 4.10 | Freight Planning | X | X | X | X | X | X | X | | X | | |
| 4.11 | Long Range Plan | X | X | X | X | X | X | X | X | X | X | X |
| 4.12 | Transportation Improvement Program | X | X | X | X | X | X | X | X | X | X | X |
| 4.13 | Strategic Planning Studies | X | X | X | X | X | X | X | X | | | X |
| 4.13A | Transportation Demand Management | X | X | | X | X | X | X | X | | | |

FHWA/FTA FY 2017 Planning Emphasis Areas

On March 18th, 2015, a letter was sent to Executive Directors of Metropolitan Planning Organizations requesting that they reiterate and emphasize these planning emphasis areas in their work programs for fiscal year 2016. *For FY-2017 there is no change to the previously transmitted FY 2016 PEAs.*

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The PEAs, include:

FAST ACT Implementation/Transition to Performance Based Planning and Programming

- *Transition to Performance Based Planning and Programming.* The development and implementation of a performance management approach to transportation planning and programming that supports the achievement of transportation system performance outcomes.
 - 1.2 Operations and Administration -- provides necessary support to all planning activities, including those implementing FAST Act
 - 1.3 Training and Professional Development -- MPO staff will actively seek out training opportunities in performance based planning and best practices
 - 1.5 Contracts and Grants -- provides the necessary funding stream to support FAST Act implementation
 - 1.6 Unified Planning Work Program -- defines the necessary programmatic structure and organization of activities and assigns funding to support FAST Act implementation.
 - 3.1 Socio-economic Data -- is a necessary component of the travel demand model, which is used to estimate the performance of transportation improvements. CORE MPO will update this data in 2017 in support of the 2045 model update.
 - 4.1 Congestion Management Process Update -- will collect and analyze traffic data that will inform the development of performance targets. Process will evaluate congestion mitigation strategies' success in meeting performance targets.
 - 4.6 Model Development and Applications -- used to predict the effectiveness of alternative improvement strategies relative to identified performance measures.
 - 4.10 Freight Planning -- MPO staff will continue to maintain the MPO Freight Plan and monitor readily available sources of data on freight and goods movement.
 - 4.11 Long Range Plan -- New candidate projects considered for inclusion will be evaluated against identified performance measures. Illustrative projects were evaluated at the time of plan development.
 - 4.12 Transportation Improvement Program -- Performance measurements will be evaluated for each transportation project and program included in the TIP during annual updates as necessary.
 - 4.13 Strategic Planning Studies -- Includes targeted planning tasks for FAST Act rules compliance and performance based planning implementation
 - 4.13A Transportation Demand Management -- Will aid in achieving performance targets through demand management strategies
 - I-1 -- If funded, Travel Demand Model Improvements will create a more robust analytical tool with a mope user friendly interface to measure project effectiveness in meeting performance targets.

Models of Regional Planning Cooperation

- *Promote cooperation and coordination across MPO boundaries and across State boundaries where appropriate to ensure a regional approach to transportation planning.* Cooperation could occur through the metropolitan planning agreements that identify how the planning process and planning products will be coordinated, through the development of joint planning products, and/or by other locally determined means.
 - Program Coordination -- MPO staff actively coordinate with GDOT, FHWA, FTA, HAMPO, LATS, AMPO, GAMPO, CGRDC and all local governments and modal providers in the execution of the 3-c transportation planning process.

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- 1.2 Operations and Administration -- provides necessary support to all planning activities, including interagency coordination
- 1.5 Contracts and Grants -- provides the necessary funding stream to support all planning activities including interagency coordination.
- 1.6 Unified Planning Work Program -- defines the necessary programmatic structure and organization of activities and assigns funding to support interagency coordination
- 2.1 Community Outreach / Education -- MPO staff will continue to inform, educate and solicit input to the 3-c transportation planning process through the operations of the CAC and by maintaining communications with local governments, interest and advocacy groups, media contacts and interested citizens.
- 3.2 Traffic Impact Analysis / Land Use Monitoring - MPO staff works collaboratively with City of Savannah and Chatham County staff to conduct unified traffic impact review thus monitoring the land use changes and traffic growth concurrently.
- 4.1 Congestion Management Process -- Will coordinate data collection and findings with City of Savannah and GDOT.
- 4.2 Transit / Paratransit Planning -- Will coordinate with CAT and assist in the development of transit plans.
- 4.6 Model Development and Applications -- MPO staff coordinates dissemination of model data to consultants, project managers, developers and other interested parties on a request basis. May assist Chatham County, GDOT or municipalities in the preparation and review of project traffic.
- 4.10 Freight Planning -- MPO staff will actively coordinate with freight and economic development stakeholders through the operation of the standing EDFAC committee. EDFAC in turn, will inform the CORE MPO Board
- 4.11 Long Range Plan -- Ongoing maintenance of the long range plan will require close coordination with MPO members and interest groups in three different counties in the state of Georgia. Projects may also require coordination with LATS MPO in South Carolina
- 4.13 Strategic Planning Studies -- Scoping discussions and funding agreements for special studies will require close coordination with GDOT and multiple jurisdictions throughout the CORE MPO region. Some studies, such as the Airport Area Transportation Master Plan will have even greater regional significance and require coordination with Airport Authority, Gulfstream, SEDA and others.
- I-1 Travel Demand Model Improvements -- Development of an enhanced travel model and user interface for performance management will require intense collaboration between CORE MPO and other GAMPO members and GDOT, and might well be the first such multi-jurisdictional model development in Georgia.

Ladders of Opportunity

- *Access to Essential Services - as part of the transportation planning process, identify transportation connectivity gaps in access to essential services.* Essential services include housing, employment, health care, schools/education, and recreation. This emphasis area could include MPO and State identification of performance measures and analytical methods to measure the transportation system's connectivity to essential services and the use of this information to identify gaps in transportation system connectivity that preclude access of the public, including traditionally underserved populations, to essential services. It could also involve the identification of solutions to address those gaps.
 - 1.2 Operations and Administration -- provides necessary support to all planning activities, including those implementing Ladders of Opportunity
 - 1.3 Training and Professional Development -- MPO staff will actively seek out training opportunities in approaches to building ladders of opportunity

CORE MPO FY 2017 UPWP

- 1.5 Contracts and Grants -- provides the necessary funding stream to support ladders of opportunity
- 1.6 Unified Planning Work Program -- defines the necessary programmatic structure and organization of activities and assigns funding to support ladders of opportunity
- 2.2 Environmental Justice / Title VI / Anti Poverty Planning -- MPO staff will coordinate with CAT on implementation and monitoring of the revised Title VI plan and any complaints received.
- 4.1 Congestion Management Process -- CORE MPO plans multi-modally. Integration of CMP findings into the MTP and TIP will improve performance of the local transit system, and technology improvements such as signal pre-emption will enable express bus.
- 4.2 Transit / Paratransit Planning -- Will assist CAT in implementing priorities of the TDP, thereby improving transit service and access to jobs.
- 4.11 Long Range Plan -- Maintains CAT's eligibility for federal funding.
- 4.12 Transportation Improvement Program -- Funds CAT's priority projects and programs.
- 4.13 Strategic Transportation Studies -- Road Diet Feasibility Study will improve access to jobs and essential service for low income individuals without access to motor vehicles.

CORE MPO FY 2017 UPWP

Linkages between the FHWA Planning Emphasis Areas and the CORE MPO FY 2017 UPWP Work Elements:

The following table serves as a visualization tool which shows how the proposed transportation planning tasks relate to the Planning Emphasis Areas (PEAs) and underscores the strong alignment between CORE MPO's planning activities and federal transportation planning priorities:

| Task No. | Task Description | FAST ACT Implementation/ Transition to Performance Based Planning and Programming | Models of Regional Planning Cooperation | Ladders of Opportunity |
|-----------------|---|--|--|-------------------------------|
| 1 | Program Support and Administration | | | |
| 1.1 | Program Coordination | | X | |
| 1.2 | Operations and Administration | X | X | X |
| 1.3 | Training and Professional Development | X | | X |
| 1.4 | Equipment and Supplies | | | |
| 1.5 | Contracts and Grants | X | X | X |
| 1.6 | Unified Planning Work Program | X | X | X |
| 2 | Public Involvement | | | |
| 2.1 | Community Outreach/Education | | X | |
| 2.2 | Environmental Justice/Title 6/Anti-Poverty | | | X |
| 2.3 | Participation Plan | | | |
| 3 | Data Collection | | | |
| 3.1 | Socio-economic Data | X | | |
| 3.2 | Traffic Impact Analysis/Land Use Monitoring | | X | |
| 3.6 | Bicycle and Pedestrian Demand | | | |
| 4 | Systems Planning | | | |
| 4.1 | Congestion Management Process Update | X | X | X |
| 4.2 | Transit / Paratransit Planning | | X | X |
| 4.10 | Freight Planning | | X | |
| 4.11 | Long Range Plan | X | X | X |
| 4.12 | Transportation Improvement Program | X | | X |
| 4.13 | Strategic Planning Studies | X | X | X |
| 4.13A | Transportation Demand Management | X | X | |
| I-1 | Travel Demand Model Improvements (illustrative) | X | X | |

CORE MPO FY 2017 UPWP

TASK # 1 Administration

Sub-element 1.1 Program Coordination

Objective: *Establish a setting for effective decision-making* by coordinating the activities of the MPO with other MPOs, MPC, City of Savannah, Chatham County, portions of Effingham and Bryan Counties, Richmond Hill, CAT, GPA, GDOT, SRTA, CRC, ITE and other transportation stakeholders.

Previous Work: This is a continuing annual activity. In FY 2016, CORE MPO staff worked with the revised membership to carry out the 3-C process for the expanded Metropolitan Planning Area (MPA) as called for under the revised Memorandum of Understanding (MOU) approved by the Governor. In FY 2016, the CORE MPO staff participated in the Association of Metropolitan Planning Organizations (AMPO), AMPO Policy Committee, AMPO Technical Committee and Georgia Association of Metropolitan Planning Organizations (GAMPO). CORE MPO staff collaborated with Bryan County, Richmond Hill and Effingham County staff, as well as Chatham County and its municipalities.. CORE MPO staff provided the necessary consultation, analysis and staff support to conduct the federally mandated metropolitan transportation planning process, and coordinated the transportation planning process and products with the efforts of other MPOs, the Metropolitan Planning Commission, Georgia Department of Transportation, Chatham County and its municipalities, Chatham Area Transit, Georgia Ports Authority, State Road and Toll Authority, Coastal Regional Commission, Effingham County, Bryan County and other government jurisdictions in the region.

Project Description: The CORE MPO staff attends various meetings and carries out routine coordination activities with federal, state and local planning partners and various related agencies. Ad hoc committees may also be formed as needed to examine specific technical issues and to serve as a liason to the standing MPO committees regarding key recommendations and decisions.³ Provide the necessary consultation, analysis and staff support to conduct the federally mandated metropolitan transportation planning process, and to coordinate the transportation planning process and products with the efforts of other MPOs, the Metropolitan Planning Commission, Georgia Department of Transportation, Chatham County and its municipalities, Chatham Area Transit, Georgia Ports Authority, State Road and Toll Authority, Coastal Regional Commission, Effingham County, Bryan County and other government jurisdictions in the region⁴. Carry out the necessary consultation with representatives of Chatham, Bryan and Effingham Counties and current member organizations and individuals as required by the reapportionment process to expand the Metropolitan Planning Area (MPA) to include appropriate urbanized and urbanizing areas of the three counties. Prepare for and attend transportation related meetings, as well as interstaff and interagency coordination meetings that may be required, including meetings with city, county, GDOT, FHWA, FTA and other MPOs. Prepare for and attend annual and semi-annual meetings of professional societies concerned with Metropolitan Transportation Planning issues, including the Association of Metropolitan Planning Organizations (AMPO), AMPO Policy Committee, AMPO

³ Due to their very nature, ad hoc committees function under guidelines and procedures particular to the planning process for which they are formed. Due to the wide range of tasks which may be required, no attempt is made to address the functions of specific ad hoc committees which might be formed in the future in the MPO Participation Plan (PP), but CORE MPO staff, its project managers and consultants use best management practices proactively to ensure that the guiding tenets of the PP, the MOU and applicable federal planning regulations are observed and upheld to the highest standards.

⁴ Addresses planning factors 1-11.

CORE MPO FY 2017 UPWP

TASK # 1 Administration
Sub-element 1.1 Program Coordination

Technical Committee, Georgia Association of Metropolitan Planning Organizations (GAMPO) and others⁵, including travel costs, because these are key professional organizations concerned with metropolitan transportation planning which conduct the types of meetings and events where other MPOs are represented, where current and proposed transportation policy and practices are presented and discussed, and where CORE MPO staff can become better versed in such topics in order to better coordinate activities of the MPO with MPC, City of Savannah, Chatham County, portions of Effingham and Bryan Counties, Richmond Hill, CAT, GPA, GDOT, SRTA, CRC, ITE and other transportation stakeholders.

Product: Routine study email, letters, correspondence, memoranda, presentations, policy recommendations white papers, information flyers and the like. Continuation of 3C process.⁶

| Transportation Planning Related Activities of Other Agencies | |
|--|---|
| Organization | Activities |
| GDOT | Quarterly Pre-Construction Meetings |
| GDOT, Chatham County | Project Concept Meetings |
| GAMPO | Semi-annual Work Sessions |
| AMPO | Annual Conferences, Mid-year Meetings Working Group Meetings |
| ITE | Technical Meetings |

| | | | |
|----------------------------|------------------------------|-------------|-----|
| Target Start and End Dates | July 1, 2016 – June 30, 2017 | Lead Agency | MPC |
|----------------------------|------------------------------|-------------|-----|

| Funding Source | Amount |
|---------------------------|-------------|
| FHWA Formula PL | \$28,000.00 |
| MPO Dues Formula PL Match | \$7,000.00 |
| TOTAL FUNDS | \$35,000.00 |

⁵ Addresses planning factors 1-11.

⁶ Addresses planning factors 1-11.

CORE MPO FY 2017 UPWP

TASK # 1 Administration

Sub-element 1.2 Operations and Administration

ALI 44.21.00

Objective: *Establish a setting for effective decision-making* by managing the CORE MPO work program, maintain study records, document meetings and undertake general administrative activities.

Previous Work: This is a continuing annual activity. In FY 2016, CORE MPO staff provided support for and hosted all MPO board and advisory committee meetings, including agendas, minutes, mailings, presentations and staff reports. Committees staffed include the CORE Board (MPO), Technical Coordinating Committee (TCC), Economic Development and Freight Advisory Committee (EDFAC), Citizens Advisory Committee (CAC), Advisory Committee on Accessible Transportation (ACAT), and Transportation Staff (a subcommittee of the TCC).

Project Description: Provide staff support for and host all MPO board and advisory committee meetings, including agendas, minutes, mailings, presentations and staff reports⁷. Committees staffed include the CORE Board (MPO), Technical Coordinating Committee (TCC), Citizens Advisory Committee (CAC), Advisory Committee on Accessible Transportation (ACAT), Economic Development and Freight Advisory Committee (EDFAC) and Transportation Staff (a subcommittee of the TCC). Ad hoc committees may also be staffed if needed to address emerging issues as determined by the CORE MPO Board, its standing advisory committees and/or staff.⁸

Product: Meeting agendas, minutes and mailings. Presentations and staff reports. Study files and records.

| Transportation Planning Related Activities of Other Agencies | |
|--|------------|
| Organization | Activities |
| | |

| Target Start and End Dates | July 1, 2016 – June 30, 2017 | Lead Agency | MPC |
|----------------------------|------------------------------|-------------|-----|
| | | | |

| Funding Source | Amount |
|---------------------------------|---------------------|
| FHWA Formula PL | \$76,299.25 |
| MPO Dues Formula PL Match | \$19,074.81 |
| FTA Formula Section 5303 | \$20,782.00 |
| GDOT Formula 5303 Match | \$2,597.75 |
| MPO Dues Formula 5303 Match | \$2,597.75 |
| Local Operating (from MPO Dues) | \$244.80 |
| TOTAL FUNDS | \$121,596.36 |

⁷ Addresses planning factors 1-11.

⁸ Addresses planning factors 1-11.

CORE MPO FY 2017 UPWP

TASK # 1 Administration

Sub-element 1.3 Training and Professional Development

ALI 44.21.00

Objective: *Effectively address all MPO core functions* be maintaining professional competency in transportation planning and traffic analysis methods and procedures, and enhancing the technical capacity of the planning process.

Previous Work: MPO staff actively participates in Transportation Research Board (TRB), Institute of Transportation Engineers (ITE), Association of Metropolitan Planning Organizations (AMPO), Georgia Association of Metropolitan Planning Associations (GAMPO), American Planning Association (APA), including conferences, annual meetings, mid-year meetings and working committee/subcommittee meetings.

In FY 2016, CORE MPO staff participated in the TRB Annual Meeting and ADA20 Metropolitan Policy, Planning, and Processes Committee, the AMPO Annual Meeting and mid-year Policy Committee and Technical Committee meetings, as well as local American Society of Civil Engineers (ASCE) Chapter meetings. CORE MPO staff will attend and participate in these same events in FY 2017.

Project Description: Enhancing the technical capacity of the planning process was an FTA/FHWA planning emphasis area for FY 2005. This task covers registration costs and travel expenses to attend transportation related meetings, seminars, conferences, webinars, training and workshops including TRB, ITE, AMPO, APA, GPA, ASCE and others which enhance the technical capacity of the planning process⁹. All conferences attended are intended to enhance the technical capacity of the transportation planning process and are held by well-established entities involved with MPO planning such as AMPO, GAMPO, GDOT, TRB and the like, and CORE MPO staff holds office, or serves on standing committees in many instances. Includes both in-state and out of state travel.

This funding is to be used to cover any and all federally eligible expenses of MPO staff to attend the Transportation Research Board (TRB) annual and mid-year meetings and committee meetings, the Institute of Transportation Engineers (ITE) annual and summer meetings and chapter luncheons, Association of Metropolitan Planning Organizations (AMPO) annual meeting, AMPO Policy and Technical Committee Meetings, AMPO working group meetings, Georgia Association of Metropolitan Planning Associations (GAMPO) annual, mid-year and ad-hoc meetings, American Planning Association (APA) annual conference/meeting and FHWA sponsored AICP credit training, APA Georgia Section Spring and Fall Conferences. In addition, this work task covers expenses for MPO staff to attend and participate in any training, workshops, committees or subcommittees relevant to Metropolitan Transportation Planning provided by qualified sponsors such as, but not limited to, FHWA, FTA, GDOT, Other State DOTs, other MPOs NHI, NTI, TTI, ITRE, NaCO, NADO, NARC, RDC, Citilabs, Trafficware and others¹⁰.

In FY 2017, CORE MPO staff will participate in the TRB Annual and Mid-Year Meetings and ADA20 Metropolitan Policy, Planning, and Processes Committee, the AMPO Annual Meeting and Mid-Year Policy Committee and Technical Committee meetings, as well as local American Society of Civil

⁹ Addresses planning factors 1-11.

¹⁰ Addresses planning factors 1-11.

CORE MPO FY 2017 UPWP

TASK # 1 Administration

Sub-element 1.3 Training and Professional Development

ALI 44.21.00

Engineers (ASCE) Chapter meetings, Georgia Planning Association (GPA) Annual and Mid-Year Meetings, ITE Annual, Mid-Year and Chapter Meetings, as well as other eligible meetings and events such as those hosted by NHI, NTI, TTI, ITRE, NaCO, NADO, NARC, RDC, Citilabs, Trafficware or others customarily attended by other Georgia and United States MPOs¹¹.

This is a continuing annual activity which includes both staff time and travel expenses to participate in the aforementioned activities.

Product: Travel documentation and trip reports, training materials, etc.

| Transportation Planning Related Activities of Other Agencies | |
|--|------------|
| Organization | Activities |
| | |
| | |

| | | | |
|----------------------------|------------------------------|-------------|-----|
| Target Start and End Dates | July 1, 2016 – June 30, 2017 | Lead Agency | MPC |
|----------------------------|------------------------------|-------------|-----|

| Funding Source | Amount |
|-----------------------------|-------------|
| FHWA Formula PL | \$15,662.59 |
| MPO Dues Formula PL Match | \$3,915.65 |
| FTA Formula Section 5303 | \$6,000.00 |
| GDOT Formula 5303 Match | \$750.00 |
| MPO Dues Formula 5303 Match | \$750.00 |
| TOTAL FUNDS | \$27,078.24 |

¹¹ Addresses planning factors 1-11.

CORE MPO FY 2017 UPWP

TASK # 1 Administration

Sub-element 1.4 Equipment and Supplies

Objective: *To effectively address all MPO core functions* purchase and maintain specialized computer hardware, software and other supplies to support the transportation planning functions of the MPO.

Previous Work: None.

Project Description: Maintain current licenses in Arc GIS, Arc View, TP+, Viper, CUBE, AutoCAD, TSIS, Synchro and other transportation related software packages as needed¹². Purchase new technical manuals and computer equipment for use by MPO staff as needed.¹³

As needs are identified under this task, it is anticipated that funds will be allocated from the MPO's local operating funds. It is not anticipated that any federal funds will be expended for this task in FY 2017.

Product: Computer software and hardware, technical manuals, purchase records.

| Transportation Planning Related Activities of Other Agencies | |
|--|------------|
| Organization | Activities |
| | |
| | |

| | | | |
|----------------------------|------------------------------|-------------|-----|
| Target Start and End Dates | July 1, 2016 – June 30, 2017 | Lead Agency | MPC |
|----------------------------|------------------------------|-------------|-----|

| Funding Source | Amount |
|-----------------------------|--------|
| FHWA Formula PL | \$0.00 |
| MPO Dues Formula PL Match | \$0.00 |
| FTA Formula Section 5303 | \$0.00 |
| GDOT Formula 5303 Match | \$0.00 |
| MPO Dues Formula 5303 Match | \$0.00 |
| TOTAL FUNDS | \$0.00 |

¹² Addresses planning factors 1-11

¹³ Addresses planning factors 1-11

CORE MPO FY 2017 UPWP

TASK # 1 Administration

Sub-element 1.5 Contracts and Grants

ALI 44.21.00

Objective: To effectively address all MPO core functions provide adequate administrative support to prepare, process and track annual and quarterly grant documentation in support of the MPO's operating budget. Assist the state in the preparation of the Metropolitan Planning Services Contract and Section 5303 Transit Planning Contracts, and M230 funded Strategic Planning Studies contracts. Actively pursue and administer other grants for transportation planning as they become available. Develop and maintain a grant planning schedule based upon GDOT, FHWA and FTA administrative schedule requirements.

Previous Work: This is a continuing annual activity. In FY 2016, CORE MPO staff provided adequate administrative support to prepare, process and track annual and quarterly grant documentation in support of the MPO's operating budget. Assisted the state in the preparation of the Metropolitan Planning Services Contract, Section 5303 Transit Planning Contracts, and M230 funded Strategic Planning Studies contracts. Prepared proper study documentation for grant reimbursement including development of Annual and Quarterly Progress Reports.

Project Description: Provide adequate administrative support to prepare, process and track annual and quarterly grant documentation in support of the MPO's operating budget. Assist the state in the preparation of the Metropolitan Planning Services Contract, Section 5303 Transit Planning Contracts, and M230 funded Strategic Planning Studies contracts.¹⁴¹⁵ Prepare proper study documentation for grant reimbursement including development of Annual and Quarterly Progress Reports.

Product: Planning services contracts, routine annual and quarterly progress reports and reimbursement requests.

| Transportation Planning Related Activities of Other Agencies | |
|--|------------|
| Organization | Activities |
| | |
| | |

| | | | |
|----------------------------|------------------------------|-------------|-----|
| Target Start and End Dates | July 1, 2016 – June 30, 2017 | Lead Agency | MPC |
|----------------------------|------------------------------|-------------|-----|

| Funding Source | Amount |
|-----------------------------|-------------|
| FHWA Formula PL | \$18,467.03 |
| MPO Dues Formula PL Match | \$4,616.76 |
| FTA Formula Section 5303 | \$4,750.00 |
| GDOT Formula 5303 Match | \$593.75 |
| MPO Dues Formula 5303 Match | \$593.75 |
| TOTAL FUNDS | \$29,021.29 |

¹⁴ Please refer to the summary budget table at the end of this document for a full listing of tasks funded by each of these sources. Please refer to individual task descriptions for further information on planning activities funded by these sources.

¹⁵ Addresses planning factors 1-11

CORE MPO FY 2017 UPWP

TASK # 1 Administration

Sub-element 1.6 Unified Planning Work Program

ALI 44.21.00

Objective: To effectively address all MPO core functions by preparing the FY 2018 Unified Planning Work Program.

Previous Work: This is an annual activity. The FY 2017 Unified Planning Work Program was prepared in FY 2016.

Project Description: CORE MPO staff, in coordination with the CORE MPO Board and advisory committees, will identify priority transportation planning work tasks, prepare descriptive narrative for each work task as well as cost estimates, develop project schedules based upon timelines for key planning deliverables, coordinate input from other agencies and prepare the FY 2018 Unified Planning Work Program.¹⁶ MPC will also maintain the FY 2017 UPWP and prepare budget adjustments and amendments as necessary.¹⁷

GDOT will assist in the preparation of the FY 2018 Unified Planning Work Program, provide timely financial projections, prepare timely the PL and Section 5303 planning services contracts for FY 2017, and review work accomplished quarterly on the FY 2017 PL, Section 5303 and FHWA M230 funded contracts to authorize timely payment.¹⁸

Product: FY 2018 UPWP published on CORE MPO website and in print upon request. Budget adjustments and amendments to FY 2017 UPWP as required.

| Transportation Planning Related Activities of Other Agencies | |
|--|------------|
| Organization | Activities |
| | |
| | |

| | | | |
|----------------------------|------------------------------|-------------|-----|
| Target Start and End Dates | July 1, 2016 – June 30, 2017 | Lead Agency | MPC |
|----------------------------|------------------------------|-------------|-----|

| Funding Source | Amount |
|-----------------------------|-------------|
| FHWA Formula PL | \$8,470.61 |
| MPO Dues Formula PL Match | \$2,117.65 |
| FTA Formula Section 5303 | \$2,000.00 |
| GDOT Formula 5303 Match | \$250.00 |
| MPO Dues Formula 5303 Match | \$250.00 |
| TOTAL FUNDS | \$13,088.26 |

¹⁶ Addresses planning factors 1-11.

¹⁷ Addresses planning factors 1-11.

¹⁸ Addresses planning factors 1-11.

CORE MPO FY 2017 UPWP

TASK # 2 Public Involvement

Sub-element 2.1 Community Outreach and Education

ALI 44.21.00

Objective: *To involve the public in all of the MPO core functions* continue to facilitate the two-way exchange of information between CORE MPO and the general public on transportation matters as outlined in the adopted CORE MPO Participation Plan. Maintain the CORE MPO website. Make available transportation planning data and information for the general public; provide data and analysis on request to local government agencies; meet with community groups and individuals on request; prepare newsletters, flyers and newspaper inserts for free distribution and web posting.

Previous Work: This is an ongoing annual activity. In FY 2016, CORE MPO staff hosted public outreach meetings on major studies including the CORE MPO Participation Plan (PP)¹⁹ as well as major TIP and Metropolitan Transportation Plan amendments in addition to staffing the Citizen's Advisory Committee and the Advisory Committee on Accessible Transportation. CORE MPO staff continued to maintain neighborhood and media contact information. The MPO website, corempo.org, is continually updated to provide the most current planning documents and meeting materials.²⁰

Project Description: Provide the interface between the metropolitan transportation planning process and the local community as stated in the CORE MPO PP.²¹ This includes 1) raising citizens' level of understanding of the CORE MPO transportation planning process and 2) ensuring that the citizens have been provided with adequate, appropriate and meaningful opportunities to participate in the decision-making process. Conduct any periodic assessments of the CORE MPO Participation Process as prescribed by the CORE MPO PP.

Provide transportation-related data and analyses at the request of local government agencies, developers and the general public. Meet with community groups and individuals as well as the media to provide information on the current CORE MPO planning program, identified transportation deficiencies and specific project details and to discuss community issues and concerns related to transportation. Participate in public information meetings on transportation projects.

Continue to maintain and update the MPO website with the latest planning documents and meeting materials. Develop and publish newsletters and newspaper inserts to document the status of transportation planning and implementation in The CORE MPO Metropolitan Planning Area (MPA) as well as other public information materials, such as brochures, newsletters, flyers, and media kits, etc. as needed. Promote and protect the new MPO name and mark to enhance public understanding of the MPO and its purpose.

¹⁹ The CORE MPO Participation Plan was updated in FY 2016 using FTA Section 5303 funds. Please refer to the CORE MPO FY 2016 UPWP for further information.

²⁰ Note that final plan documents are posted on the website as soon as they are completed. In some instances, changes made due to comments received during the public review and comment period may require minor revisions that do not affect the substance of the plan after plan adoption. This is noted on the website and is not a deficiency of the website, but a reflection of a robust public involvement process and the exemplary responsiveness of the CORE MPO and its staff to an inclusive 3-C planning process.

²¹ Note that major planning initiatives such as the Metropolitan Transportation Plan Update, Corridor and Sector Studies and the like will typically include an extensive public participation effort that is often separate from this task.

CORE MPO FY 2017 UPWP

TASK # 2 Public Involvement

Sub-element 2.1 Community Outreach and Education

ALI 44.21.00

Product: Public information reports . Printed copies of CORE MPO Participation Plan, newsletters and flyers along with other public information materials. Project files and documents, and presentation materials. CORE MPO website.

| Transportation Planning Related Activities of Other Agencies | |
|--|------------|
| Organization | Activities |
| | |

| | | | |
|----------------------------|------------------------------|-------------|-----|
| Target Start and End Dates | July 1, 2016 – June 30, 2017 | Lead Agency | MPC |
|----------------------------|------------------------------|-------------|-----|

| Funding Source | Amount |
|-----------------------------|-------------|
| FHWA Formula PL | \$6,000.00 |
| MPO Dues Formula PL Match | \$1,500.00 |
| FTA Formula Section 5303 | \$8,000.00 |
| GDOT Formula 5303 Match | \$1,000.00 |
| MPO Dues Formula 5303 Match | \$1,000.00 |
| TOTAL FUNDS | \$17,500.00 |

CORE MPO FY 2017 UPWP

TASK # 2 Public Involvement

Sub-element 2.2 Environmental Justice/Title VI/Anti-Poverty Transportation Planning ALI 44.21.00

Objective: Environmental Justice is an integral aspect of all interactions between the CORE MPO and the public. *To involve the public in all of the MPO core functions* this task will include work efforts which help ensure the full and fair participation by all potentially affected communities in the transportation decision-making process and prevent the denial of, reduction in, or significant delay in the receipt of benefits by minority and low-income populations.

This program element builds upon the previous work of the Advisory Committee on Accessible Transportation (ACAT) to encourage representation of these traditionally underserved communities in the Metropolitan Planning Area (MPA) (those communities with high concentrations of minority, low-income, disabled or elderly populations) and their involvement in the CORE MPO transportation planning process.

To provide further detailing of the Paratransit Plan; to provide assistance in the implementation of the recommendations; to monitor CAT and TELERIDE operations to identify needed refinements.

Previous Work: In 2016, the Environmental Justice Plan and Title VI program were updated. MPO staff continued to support the ACAT Committee, and ACAT continued to provide advice and recommendations regarding transportation planning for the transportation disadvantaged.

Project Description: This task was specifically called out as a separate work task by FHWA and Georgia MPO staffs during the development of the Georgia/FHWA UPWP template in 2003. MPC staff will identify and involve traditionally underserved communities in The CORE MPO Metropolitan Planning Area (MPA) in the CORE MPO transportation planning process as identified in the MPO Participation Plan, through the use of analytical techniques and public involvement. This includes using Geographic Information Systems (GIS) mapping to locate these populations within the Savannah Urbanized area. Identify potential transportation barriers and gaps to essential services. Assess the benefits and burdens of existing and planned transportation system investments on these identified target populations.²² Undertake significant steps, through the increased involvement of ACAT, to publicize these efforts and involve the public. Also ensure that these communities are represented as members of ACAT.

MPC staff will provide staff support in the continuing functioning of ACAT. Arrange for ACAT meetings; prepare and distribute meeting agendas and minutes.

CAT staff will participate in the ACAT meetings and will monitor the operations of TELERIDE services and develop recommendations for modifications where appropriate. Provide detailed planning and updating to allow for the implementation of the recommendations in the Paratransit Plans.

TELERIDE staff will participate in the ACAT meetings and furnish information pertaining to the operations of the TELERIDE Service.

MPC staff will also maintain the EJ Plan. As part of the EJ plan, the MPC staff maintains a Limited English Proficiency (LEP) Plan. This is a requirement when a target population reaches 5% of the total

²² Addresses planning factors 4, 5, 6 and 8.

CORE MPO FY 2017 UPWP

TASK # 2 Public Involvement

Sub-element 2.2 Environmental Justice/Title VI/Anti-Poverty Transportation Planning ALI 44.21.00

population, which occurred in the 2010 Census. MPC staff will also continue to evaluate the MTP, TIP, and other programs and plans for EJ compliance, and continue to pursue partnerships with service and non-profit groups that could assist the MPO to engage minority and low income persons both through ACAT and other forms of outreach.²³

Product: ACAT meeting agendas and minutes, GIS analysis; TELERIDE ridership tables and graphs, occasional memorandums and recommendations. Periodic updates to the EJ and LEP plans, the Title VI process and other documents required by Title VI.

| Transportation Planning Related Activities of Other Agencies | |
|--|------------------------|
| Organization | Activities |
| CAT | Staff support for ACAT |
| TELERIDE | Staff support for ACAT |

| | | | |
|----------------------------|------------------------------|-------------|-----|
| Target Start and End Dates | July 1, 2016 – June 30, 2017 | Lead Agency | MPC |
|----------------------------|------------------------------|-------------|-----|

| Funding Source | Amount |
|-----------------------------|------------|
| FHWA Formula PL | \$0.00 |
| MPO Dues Formula PL Match | \$0.00 |
| FTA Formula Section 5303 | \$4,000.00 |
| GDOT Formula 5303 Match | \$500.00 |
| MPO Dues Formula 5303 Match | \$500.00 |
| TOTAL FUNDS | \$5,000.00 |

²³ Addresses planning factors 4, 5, 6 and 8.

CORE MPO FY 2017 UPWP

TASK # 2 Public Involvement

Sub-element 2.3 Participation Plan

ALI 44.21.00

Objective: The Participation Plan (PP) was updated in FY 2016. No work is anticipated in FY 2017. This task is included in the FY 2017 work program at the request of GDOT to talk about the work that was accomplished last year in FY 2016.

Previous Work: The updated CORE MPO Participation Plan was adopted on March 9, 2016. MPC staff conducted the update without the use of consultants. The fully updated PP reflects the CORE MPO's revised MPA boundary and committee structure, and meets the latest federal planning requirements.

Project Description: No work is anticipated in FY 2017.

Product: None.

| Transportation Planning Related Activities of Other Agencies | |
|--|------------|
| Organization | Activities |
| | |

| Target Start and End Dates | NA | Lead Agency | NA |
|----------------------------|----|-------------|----|
| | | | |

| Funding Source | Amount |
|------------------|--------|
| FHWA PL | \$0.00 |
| GDOT PL Match | \$0.00 |
| Local PL Match | \$0.00 |
| FTA Section 5303 | \$0.00 |
| GDOT 5303 Match | \$0.00 |
| LOCAL 5303 Match | \$0.00 |
| TOTAL FUNDS | \$0.00 |

CORE MPO FY 2017 UPWP

TASK # 3 Data Collection

Sub-element 3.1 Socio-Economic Data

Objective: The CORE MPO must update the Metropolitan Transportation Plan (MTP) every five years. The MTP development requires the use of an analytical tool, such as the travel demand model. Development of base year and horizon year socio-economic data is essential to the development of the travel demand model and thus, the MTP update.

Previous Work: While there was no previous work carried out to develop socio-economic data in FY 2016, that is because the work is cyclical, and typically take place each five years. Previous work was carried out in 2012 and 2013 in support of the 2010 travel demand model update with horizon year 2040. The last MTP update was adopted in August 2014. The next MTP update must be completed by August 2019.

Project Description: This effort will include preparation of base year socio-economic data and planning horizon year socioeconomic data forecasts for the CORE MPO planning area in support of an update and recalibration of the travel demand model. Data will be prepared in a format as prescribed by GDOT and/or their on-call traffic modeling consultant per published guidance current at the time of model development. It is expected that data will be prepared based upon the current traffic analysis zone (TAZ) structure, and consistent with Census Bureau geography. GDOT and or their on-call consultant will provide review and feedback during the model development and calibration process, and may require corrections and adjustments to the socio-economic data as needed for model development. Consultants will be recruited for this task and will be responsible for carrying out the data development as well as all QA/QC and revisions deemed necessary by MPC staff, GDOT, and GDOT's on-call modeling consultant.

Development of the CORE MPO travel demand model supports the development of the MTP and the implementation of performance based planning by providing a robust analytical tool with which to assess proposed transportation projects against established performance targets.²⁴

Consultants: Consultants will be contracted for this task and reimbursed with FHWA discretionary PL funds as presented below. Consultant recruitment activities and oversight by MPC staff are a part of this task, and will be funded with FHWA formula PL funds as presented below.

Product: Base year and horizon year socio-economic data in a format appropriate to support the development of the updated CORE MPO travel demand model and the next MTP update.

| | | | |
|----------------------------|--------------------------------------|-------------|-----|
| Target Start and End Dates | January 2, 2017 – September 30, 2017 | Lead Agency | MPC |
|----------------------------|--------------------------------------|-------------|-----|

| Transportation Planning Related Activities of Other Agencies | |
|--|---|
| Organization | Activities |
| GDOT | Oversight. |
| GDOT On-Call Consultant | Travel Demand Model Development, Calibration. |

²⁴ Addresses planning factors 5 and 11.

CORE MPO FY 2017 UPWP

TASK # 3 Data Collection

Sub-element 3.1 Socio-Economic Data

| Funding Source | Amount |
|---------------------------------|-------------|
| FHWA Formula PL | \$6,400.00 |
| MPO Dues Formula PL Match | \$1,600.00 |
| FHWA Discretionary PL | \$40,000.00 |
| MPO Dues Discretionary PL Match | \$10,000.00 |
| FHWA M230 ²⁵ | \$0.00 |
| MPO Dues M230 Match | \$0.00 |
| FTA Formula Section 5303 | \$0.00 |
| GDOT Formula 5303 Match | \$0.00 |
| MPO Dues Formula 5303 Match | \$0.00 |
| TOTAL FUNDS | \$58,000.00 |

CORE MPO FY 2017 UPWP

TASK # 3 Data Collection

Sub-element 3.2 Traffic Impact Analysis/Land Use Monitoring

Objective: This is an ongoing activity helping to *address MPO core functions related to evaluating alternatives, the MTP and the TIP* by coordinating the land use planning activities of the MPC with the comprehensive transportation planning activities of the MPO. This project is intended to provide the MPC with feedback on the transportation impacts of development proposals, and ensure that the land use decisions of the MPC are fully integrated into the MPO's transportation plans and programs by analyzing the travel demand impacts of major development proposals in order to document transportation needs, identify appropriate mitigation, facilitate developer participation in the costs of improvements and maintain the functional integrity of the surface transportation network.

Previous Work: This is an ongoing annual activity. Throughout each year, CORE MPO staff reviews the transportation impacts of development proposals on an ongoing basis and coordinates findings with the Development Services staff, Chatham County, municipalities and the MPC Board. A unified traffic impact analysis methodology has been developed and is currently being integrated into the New Zoning Ordinances (NewZO) (formerly the Unified Zoning Ordinance (UZO)) which is a multi-year effort under ongoing development.

In FY 2016 the CORE MPO staff assisted with review of site plans, Developments of Regional Impact (DRIs) and traffic studies in conjunction with the development review process initiated by the MPC and CRC.

MPO staff worked with the City of Savannah and the Chatham County and requested developers to prepare traffic impact analysis report for developments which were anticipated to generate a significant number of trips which would affect the traffic network surrounding the development. The MPO first requests a scoping meeting with developer to review the scope of the traffic impact analysis study. Once the scope is defined and approved the developers are responsible conduct the analysis. The final analysis is submitted to CORE MPO, the City of Savannah and Chatham County staff for review and approval. The CORE MPO reviewed and approved several traffic analysis studies through FY 2016.

Project Description: This is an ongoing activity to coordinate the land use planning activities of the MPC with the comprehensive transportation planning activities of the MPO. CORE MPO staff will continue to review site plans, Developments of Regional Impact (DRIs) and traffic studies in conjunction with the development review process initiated by the MPC and CRC.

MPO staff will continue to work with the City of Savannah and the Chatham County and request developers to prepare traffic impact analysis report for developments which are anticipated to generate a significant number of trips which will affect the traffic network surrounding the development. The MPO first requests a scoping meeting with developer to review the scope of the traffic impact analysis study. Once the scope is defined and approved the developer is responsible conducting the analysis. The final analysis is submitted to CORE MPO, the City of Savannah and Chatham County staff for review and approval. The results of the traffic impact analyses informs the decision making processes of MPC, City of Savannah and Chatham County, and aids in determining needed improvements and responsible parties.²⁶

²⁶ Addresses planning factors 1-2, and 5-8.

CORE MPO FY 2017 UPWP

TASK # 3 Data Collection

Sub-element 3.2 Traffic Impact Analysis

The number of traffic impacts studies submitted for review can vary year to year based on the number of developments taking place in the region.

Product: Traffic studies, reports and review comments based on current development proposals.

| Transportation Planning Related Activities of Other Agencies | |
|--|------------------|
| Organization | Activities |
| City of Savannah | Site Plan Review |
| Chatham County | Site Plan Review |

| | | | |
|----------------------------|------------------------------|-------------|-----|
| Target Start and End Dates | July 1, 2016 – June 30, 2017 | Lead Agency | MPC |
|----------------------------|------------------------------|-------------|-----|

| Funding Source | Amount |
|-----------------------------|-------------|
| FHWA Formula PL | \$38,694.49 |
| MPO Dues Formula PL Match | \$9,673.62 |
| FTA Formula Section 5303 | \$0.00 |
| GDOT Formula 5303 Match | \$0.00 |
| MPO Dues Formula 5303 Match | \$0.00 |
| TOTAL FUNDS | \$48,368.11 |

CORE MPO FY 2017 UPWP

TASK # 3 Data Collection

Sub-element 3.6 Bicycle and Pedestrian Demand

ALI 44.24.00

Objective: This activity helps to *address MPO core functions related to evaluating alternatives, the MTP and the TIP* by obtaining information on current levels of observed bicycle and pedestrian demand for use in short range and long range planning activities, such as needs analysis, prioritization, and performance measurement.

Previous Work: Count data collected in the field was entered into spreadsheets for current and future use. MPO staff provided information on walking and bicycling activity when relevant for MPO plans or studies, or for other agencies documents. Routes regularly used by bicycle clubs in the area were mapped in GIS.

Project Description: MPO staff will manage the collection of pedestrian and bicycle counts at several locations within the planning area, as part of the National Bicycle and Pedestrian Documentation Project (NBPDP). Activity also includes updating documentation of routes regularly used by bicycle touring clubs in the area.²⁷

Counts will be collected on two or three days within the same week at locations previously monitored. Because of the known limitations of data from short-duration, manual counts, staff also will research the literature and practices for bicycle and pedestrian traffic monitoring in order to identify advanced data collection methods and equipment that may be needed for the program in the future.

MPO staff will select count locations, prepare count forms obtain and train volunteers, research regular bicycle touring club routes submit data and compile reports and/or maps, research alternative data collection methods for possible future implementation.

Product: Counts, reports, and maps.

| Transportation Planning Related Activities of Other Agencies | |
|--|------------|
| Organization | Activities |
| | |

| | | | |
|----------------------------|------------------------------|-------------|-----|
| Target Start and End Dates | July 1, 2016 – June 30, 2017 | Lead Agency | MPC |
|----------------------------|------------------------------|-------------|-----|

| Funding Source | Amount |
|-----------------------------|-------------|
| FHWA Formula PL | \$10,458.92 |
| MPO Dues Formula PL Match | \$2,614.73 |
| FTA Formula Section 5303 | \$4,000.00 |
| GDOT Formula 5303 Match | \$500.00 |
| MPO Dues Formula 5303 Match | \$500.00 |
| TOTAL FUNDS | \$18,073.65 |

²⁷ Addresses planning factors 1-2, 4-9 and 11.

CORE MPO FY 2017 UPWP

TASK # 4 Systems Planning

Sub-element 4.1 Congestion Management Process Update

Objective: *This task addresses core MPO functions by measuring congestion in the CORE MPO planning area, assessing the effectiveness of congestion mitigation strategies undertaken since the initial 2004 CMP, and identifying strategies to alleviate current observed congestion, which supports the preparation of maintenance of the MTP and the TIP.*

Previous Work: This is a new illustrative task. The initial 2004 CUTS MPO CMP used travel time runs and GPS data to measure a.m. and p.m. travel speed on all arterials and major collectors in the MPA, a network of 589 directional miles. LOS was estimated, and a congestion index was defined. Key findings of the 2004 CMP include:

- 90% of roadway segments were observed to operate at an acceptable level of service.
- The majority of congested segments were on roadways that already had planned and/or programmed improvements on the books.
- The next highest portion of congested segments would benefit from improved signal timing optimization and coordination. Of the roadway segments that were congested, 23% and 15% of them would improve to acceptable levels with updated timing in the a.m. and p.m. periods respectively.
- The third large group of congested segments were roadways previously designated as constrained corridors. Capital improvements on these roads are limited, thus operational improvements should be considered to maximize throughput.

Follow-up activities since the initial CMP include:

- Numerous capacity improvements
- Signal retiming and coordination on a number of the most congested corridors, including Abercorn St. and DeRenne Avenue.
- Focused corridor studies and hot spot analyses (CMP Phase 2 Update, 2009, Victory Drive Corridor Study)
- Traffic Management Center Study (CMP Phase 3, 2016)

Project Description: Since the adoption of the initial CMP in 2007, the CORE MPO MPA boundary has expanded to include portions of Effingham County, Bryan County and Richmond Hill. The update of the CMS will include the first comprehensive re-evaluation of the original 2007 CMP network, which included a network of approximately 589 directional miles including all arterials and major collectors, plus appropriate facilities in the recently expanded MPA. Congestion will be re-measured utilizing the most appropriate available source of big data, and the effectiveness of measures identified in the previous iterations of the CMP, and undertaken since the initial CMP was completed, will be evaluated for effectiveness. This comprehensive evaluation of system performance will result in new congestion mitigation and demand management strategies and recommendations.²⁸ The CMP update will be compliant with all current federal regulations

Consultants: Consultants will be contracted for this task and funded by the discretionary FHWA PL funds presented below. Consultant recruitment activities will and project oversight by MPO staff are a part of this task and will be funded with formula FHWA PL funds as presented below.

²⁸ Addresses planning factors 1-3, 4-9 and 11.

CORE MPO FY 2017 UPWP

TASK # 4 Systems Planning

Sub-element 4.1 Congestion Management Process Update

Product: Enhanced computer models. Operational analyses and test results. Computer files, printouts and plots.

| | | | |
|----------------------------|---------------------------------------|-------------|-----|
| Target Start and End Dates | September 1, 2016 – December 31, 2017 | Lead Agency | MPC |
|----------------------------|---------------------------------------|-------------|-----|

| Transportation Planning Related Activities of Other Agencies | |
|--|------------|
| Organization | Activities |
| GDOT | Oversight. |
| Consultants | CMP Update |

| Funding Source | Amount |
|---------------------------------|--------------|
| FHWA Formula PL | \$12,800.00 |
| MPO Dues Formula PL Match | \$3,200.00 |
| FHWA Discretionary PL | \$300,000.00 |
| MPO Dues Discretionary PL Match | \$75,000.00 |
| FTA Formula Section 5303 | \$0.00 |
| GDOT Formula 5303 Match | \$0.00 |
| MPO Dues Formula 5303 Match | \$0.00 |
| TOTAL FUNDS | \$391,000.00 |

CORE MPO FY 2017 UPWP

TASK # 4 Systems Planning

Sub-element 4.2 Transit / Paratransit Planning

ALI 44.24.00

Objective: The transit and paratransit planning activities will provide support for the improvement of public transit services in the CORE MPO Metropolitan Planning Area (MPA). *This tasks addresses all of the core MPO functions as they relate to transit and paratransit planning by establishing a setting for effective decision making and public participation, identifying alternative transportation improvements and preparing and maintaining the MTP and the TIP.*

Previous Work: This is a continuing planning activity. The CORE MPO has provided general planning services and assisted Chatham Area Transit (CAT) on various planning studies. The MPO has coordinated and assisted CAT with technical support such as mapping, analysis, and other various projects related to the transit system and new transit services in the Savannah area. In Fall of FY 2015, CORE MPO and CAT scoped two new studies and requested a funding contract from GDOT: the Regional Mobility Management Program study and the Service Tactical Optimization Process Route Level Profile Analysis, Monitoring and Response study, and MPO staff completed a Park and Ride Lot study.

Project Description: CORE MPO will provide general planning services and assist Chatham Area Transit (CAT) on various planning studies.²⁹ The CORE MPO will continue to take the first two short term recommendations from the Transit Mobility Vision Plan (1. The Regional Mobility Management Program and 2. Service Tactical Optimization Process Route Level Profile Analysis) to the next step with a goal of eventual implementation. These studies fall under PI #0013366. This includes \$85,253.45 in FY 2016 M230 funds in addition to Section 5303 FTA funds (see funding table).³⁰

Regional Mobility Management Program: CORE MPO staff will assist CAT with the ongoing Regional Mobility Management Program. The project will evaluate CAT's existing "family of services" to identify opportunities to provide and/or coordinate a Regional Commuter Services Program (CSP) that better meets the needs of the varied markets in the region including but not limited to: existing and emerging employment centers, educational institutions, economic development interests, and inter-county commuters.

Typically, Commuter Services Programs offer and/or promote the following elements:

- A. Employer outreach and site assessments
- B. Commuter Benefits tax assistance
- C. Computerized ridematching services
- D. Guaranteed Ride Home
- E. Universal access programs
- F. Vanpool services (capital, operating assistance/subsidies)
- G. Promotional and educational materials

Service Tactical Optimization Process Route Level Profile Analysis: The CORE MPO will assist CAT with the ongoing Service Tactical Optimization Process Route Level Profile Analysis, Monitoring and Response study will help Chatham Area Transit monitor service delivery and develop process for

²⁹ Addresses planning factors 1-9 and 11.

³⁰ Addresses planning factors 1 and 4-8.

CORE MPO FY 2017 UPWP

TASK # 4 Systems Planning

Sub-element 4.2 Transit / Paratransit Planning

ALI 44.24.00

using relevant data to assess efficiency and effectiveness that will provide a valuable means of making decisions direct marketing and neighborhood level partnerships. The scope of services for this work will establish a Service Tactical Optimization Process (STOP) for CAT to more effectively deploy existing resources and prioritize service investments.

The CORE MPO will also coordinate and assist CAT with technical support such as mapping, analysis, and other various projects related to the transit system and new transit services in the Savannah area.³¹

Other short-range transit projects that may be conducted in task 4.2, depending upon CAT's strategic priorities include:

- Assist CAT with an Alternative Transit Modes Study
- Assist CAT promote new transit oriented development
- Assist CAT to identify new sources of transit funding
- Assist CAT to carry out strategic transit planning initiatives as identified in the 2013 CAT TDP
- Assist CAT and Mobility Management Board with short range transit projects as needed

Consultants: Consultants will be contracted to conduct the CAT Streetcar Study using FHWA M230 funds as presented below. Consultant recruitment activities and staff oversight are a part of this task and will be funded with FTA formula Section 5303 funds. Staff oversight functions may also be funded by up to 12% of the M230 funds listed below, depending on the nature and complexity of the project, by mutual agreement between MPC and GDOT. If applicable, this would be spelled out the in the GDOT/MPC funding contract.

Product: Planning support, analysis, mapping, presentation materials and memorandum reports, as required.

| Transportation Planning Related Activities of Other Agencies | |
|--|---|
| Organization | Activities |
| CAT | Service Expansion, Including West Chatham |
| CAT | TDP Implementation |
| CAT | Ferries and Dockside Facilities |
| CAT | Passenger Amenities |

| | | | |
|----------------------------|------------------------------|-------------|-----|
| Target Start and End Dates | July 1, 2016 – June 30, 2017 | Lead Agency | MPC |
|----------------------------|------------------------------|-------------|-----|

³¹ Addresses planning factors 1 and 4-8.

CORE MPO FY 2017 UPWP

TASK # 4 Systems Planning

Sub-element 4.2 Transit / Paratransit Planning

ALI 44.24.00

| Funding Source | Amount |
|-----------------------------|--------------|
| FHWA Formula PL | \$0.00 |
| MPO Dues Formula PL Match | \$0.00 |
| FHWA M230 ³² | \$68,000.00 |
| MPO Dues M230 Match | \$17,000.00 |
| FTA Formula Section 5303 | \$52,595.00 |
| GDOT Formula 5303 Match | \$6,574.38 |
| MPO Dues Formula 5303 Match | \$6,574.38 |
| TOTAL FUNDS | \$150,743.76 |

³² M230 funded tasks may include funding for MPO staff oversight. If included, this is typically in the range of 10% to 12% and is spelled out in the GDOT/MPC funding contract.

CORE MPO FY 2017 UPWP

TASK # 4 Systems Planning

Sub-element 4.6 Model Development and Applications

Objective: *This tasks addresses core MPO functions by creating a tool to assist in identifying alternative transportation improvement through performance measurements which supports the preparation of maintenance of the MTP and the TIP.* Develop and apply CUBE, Synchro, CORSIM, and other models in Metropolitan Transportation Plan updates, corridor studies and other transportation planning applications. Implement priority travel demand model improvements identified by consultants in 2013 to maintain currency with state of the practice, and support ongoing planning efforts of the CORE MPO.

Previous Work: Provided model data to local governments and consultants. Prepared model data for internal analytical purposes.

Project Description: MPO staff will continue to work with GDOT and consultants to update and refine the MPO travel demand model in support of emerging performance based planning requirements under FAST ACT.

Priority improvements to the travel demand model identified by consultants in 2013 will be carried out on a priority basis subject to funding availability: transit analysis, freight analysis/mode, time of day analysis, model generated performance measures and toll analysis. Highest priority will be given to improvement strategies which provide the CORE MPO with analytical tools supporting performance based planning and measurement of state and MPO performance measures and targets.³⁵

MPO staff will continue to provide traffic model data and expertise in support of LRTP and TIP amendments, development review, and strategic transportation studies. Socioeconomic forecasts and trip tables will continue to be updated based on new development activity as appropriate.

Product: Enhanced computer models. Operational analyses and test results. Computer files, printouts and plots.

| | | | |
|----------------------------|------------------------------|-------------|-----|
| Target Start and End Dates | July 1, 2016 – June 30, 2017 | Lead Agency | MPC |
|----------------------------|------------------------------|-------------|-----|

³⁵ State performance targets have not been announced when the FY 2017 UPWP was distributed for adoption. This task cannot be started until state performance measures and targets are known.

CORE MPO FY 2017 UPWP

TASK # 4 Systems Planning

Sub-element 4.6 Model Development and Applications

| Transportation Planning Related Activities of Other Agencies | |
|--|--|
| Organization | Activities |
| GDOT | Oversight of Consultants Developing Basic Travel Demand Model |
| Consultants | Basic Travel Model Development Backing MTP Development (Networks 1-6) ³⁶ Model Development Supporting Performance Based Planning ³⁷ |

| Funding Source | Amount |
|-----------------------------|------------|
| FHWA Formula PL | \$4,500.00 |
| MPO Dues Formula PL Match | \$1,125.00 |
| FTA Formula Section 5303 | \$0.00 |
| GDOT Formula 5303 Match | \$0.00 |
| MPO Dues Formula 5303 Match | \$0.00 |
| TOTAL FUNDS | \$5,625.00 |

³⁶ Under contract to GDOT.

³⁷ Under contract to CORE MPO.

CORE MPO FY 2017 UPWP

TASK # 4 Systems Planning Sub-element 4.10 Freight Planning

Objective: Provide for the safe and efficient goods movement in support of local and state economic objectives and in compliance with FAST ACT requirements. *This task addresses all of the core MPO functions as they relate to freight planning by establishing a setting for effective decision making and public participation, identifying alternative transportation improvements and preparing and maintaining the MTP and the TIP.*

Previous Work: In FY 2016, CORE MPO completed phase two of the CORE MPO Freight Study which focuses on freight goods movements and regional profiles, freight performance measures, freight commodity flows and forecasts, freight network bottlenecks as well safety and security issues, economic development market analysis, environmental and community impact scan and analysis, as well as draft recommendations.

Project Description: After Phase Two of the MPO Freight Plan wraps up in FY 2016, this task will support the ongoing staffing of the Economic Development and Freight (EDFAC) standing committee, as well as any follow-up activities prescribed by the completed MPO Freight Plan.³⁹

Product: Final reports and documentation.

| Transportation Planning Related Activities of Other Agencies | |
|--|------------|
| Organization | Activities |
| | |

| | | | |
|----------------------------|------------------------------|-------------|-----|
| Target Start and End Dates | July 1, 2016 – June 30, 2017 | Lead Agency | MPC |
|----------------------------|------------------------------|-------------|-----|

| Funding Source | Amount |
|-----------------------------|------------|
| FHWA Formula PL | \$4,000.00 |
| MPO Dues Formula PL Match | \$1,000.00 |
| FTA Formula Section 5303 | \$0.00 |
| GDOT Formula 5303 Match | \$0.00 |
| MPO Dues Formula 5303 Match | \$0.00 |
| TOTAL FUNDS | \$5,000.00 |

³⁹ Addresses planning factors 1-7, 9 and 11.

CORE MPO FY 2017 UPWP

TASK # 4 Systems Planning

Sub-element 4.11 Long Range Plan

Objective: *This task addresses the MPO core function of preparing and maintaining the MTP.* Maintain and revise the CORE MPO 2040 Total Mobility Plan as needed. Continue to work on supporting plans and studies.

Previous Work: Modified the Total Mobility Plan MTP to reflect the expanded Metropolitan Planning Area (MPA) boundary. Prepared amendments and addenda as needed.

Project Description: Federal planning regulations require that MPO Metropolitan Transportation Plans be updated at least every five years, and that a twenty year planning horizon be maintained.⁴⁰

Assist in evaluating alternate transportation projects proposed by the transportation committees, local officials and citizens, or GDOT officials.

Undertake work necessary to refine and incorporate the recommendations of special traffic studies into the 2040 LRTP.

Prepare periodic updates to the 2040 LRTP financial plan and project cost estimates to assure the continued validity of the financial forecast and financial constraint analysis.

GDOT staff will continue the activities necessary to assist MPO staff in maintaining the Long Range Transportation Plan including the preparation of project cost estimates and the travel demand model.

Other activities that will occur in the long range planning for FY 2017: Strategic transit initiatives as identified in the 2013 CAT TDP, Assistance to CAT and the Mobility Management Board with long range transit planning projects as needed, Continued updates and refinements to project databases, Continued pursuit of improved methods of disseminating project information to constituents and the public.

⁴⁰ Addresses planning factors 1-11.

CORE MPO FY 2017 UPWP

TASK # 4 Systems Planning
Sub-element 4.11 Long Range Plan

Product: Amended 2040 Total Mobility Plan/LRTP in compliance with the most current FAST ACT requirements. Prioritized project listings, cost estimates and financial plan, traffic assignment loaded networks, plots and listings. Project cost estimates and specifications, final report.

| Transportation Planning Related Activities of Other Agencies | |
|--|--|
| Organization | Activities |
| GDOT | Assist in developing traffic projections, project cost estimates and financial analysis. |
| Effingham County, Bryan County and Richmond Hill staff | Assist in developing project information and priorities. |

| | | | |
|----------------------------|------------------------------|-------------|-----|
| Target Start and End Dates | July 1, 2016 – June 30, 2017 | Lead Agency | MPC |
|----------------------------|------------------------------|-------------|-----|

| Funding Source | Amount |
|-----------------------------|-------------|
| FHWA Formula PL | \$10,000.00 |
| MPO Dues Formula PL Match | \$2,500.00 |
| FTA Formula Section 5303 | \$0.00 |
| GDOT Formula 5303 Match | \$0.00 |
| MPO Dues Formula 5303 Match | \$0.00 |
| TOTAL FUNDS | \$12,500.00 |

CORE MPO FY 2017 UPWP

TASK # 4 Systems Planning

Sub-element 4.12 Transportation Improvement Program

ALI 44.25.00

Objective: This task addresses the MPO core function of preparing and maintaining the TIP by developing the annual Transportation Improvement Program (TIP) update including the projects which are prioritized by the CORE MPO in the 2040 Long Range Transportation Plan for short term implementation.

Previous Work: The current FY 2015-2018 TIP was adopted in the August 2014 and modified and amended throughout FY 2016 as needed. This is an ongoing annual activity.

Project Description: MPO staff will develop the TIP and its annual element by programming those projects which were prioritized by the MPO for implementation in the Total Mobility Plan 2040 MTP. Maintain the TIP throughout the year, conduct Transportation Alternatives call for projects, modify the program and update it as necessary to incorporate priority projects, to reflect changes in project cost, scope and schedule. Continue to update and refine project databases, and pursue improved methods of disseminating project information to constituents and the public.⁴¹ Develop the Transportation Improvement Program (TIP) Web Based Tools including an Electronic Database to support development of an electronic TIP (ETIP) to improve dissemination of project information via internet.

GDOT will assist in the preparation of the annual update of the TIP.

Other local agencies will assist in identifying projects and in developing information to support expenditures programmed in the TIP.

Consultants: Consultants will be contracted to develop the Transportation Improvement Program (TIP) Web Based Tools using FHWA Z230 funds authorized in FY 2014 in the amount of \$34,400.00. Consultant recruitment and staff oversight activities are a part of this task and will be funded by FHWA formula PL funds and FTA formula section 5303 funds.

Product: Multiple copies of the published TIP, presentation materials and illustrations. TIP amendments as needed.

| Transportation Planning Related Activities of Other Agencies | |
|--|---------------------------------|
| Organization | Activities |
| GDOT | Financial analysis, programming |

| | | | |
|----------------------------|------------------------------|-------------|-----|
| Target Start and End Dates | July 1, 2016 – June 30, 2017 | Lead Agency | MPC |
|----------------------------|------------------------------|-------------|-----|

⁴¹ Addresses planning factors 1-11.

CORE MPO FY 2017 UPWP

TASK # 4 Systems Planning

Sub-element 4.12 Transportation Improvement Program

ALI 44.25.00

| Funding Source | Amount |
|-----------------------------|-------------|
| FHWA Formula PL | \$43,200.00 |
| MPO Dues Formula PL Match | \$10,800.00 |
| FTA Formula Section 5303 | \$10,000.00 |
| GDOT Formula 5303 Match | \$1,250.00 |
| MPO Dues Formula 5303 Match | \$1,250.00 |
| TOTAL FUNDS | \$66,500.00 |

CORE MPO FY 2017 UPWP

TASK # 4 Systems Planning

Sub-element 4.13 Strategic Transportation Studies

ALI 44.24.00

Objective: Conduct or participate in special strategic transportation studies on an as-needed basis in response to the needs of the MPO and its transportation stakeholders. Highway, transit, bicycle, and pedestrian modes are included. *This task addresses all of the core MPO functions by establishing a setting for effective decision making and public participation, identifying alternative transportation improvements and preparing and maintaining the MTP and the TIP.*

Previous Work: Completed the Montgomery Street Two-Way Traffic Study, the I-16 Interchange Modification Report, Scoping and Development Plan, Freight Transportation Plan Phase II (under 4.10 Freight Planning), Modified the Total Mobility Plan MTP to reflect the expanded Metropolitan Planning Area (MPA) boundary (under 4.11 Long Range Plan), the Greater Downtown Savannah Parking and Mobility Study* and Strategic Plan, the Savannah Regional TCC Phase II, the TMC Symposium, the Participation Plan Update (Under 2.3 Participation Plan), the Canal District Connectivity Plan,* the Victory Drive Corridor Study Phase II and the Montgomery Street Two-Way Traffic Study in FY 2016.

Project Description: Provide the necessary technical expertise, consultation, oversight and administrative services required to conduct special studies. Prepare detailed study documentation, technical memoranda and reports. Provide the staff support required for consultant selection and management, and review of deliverables.

Participate in various strategic planning studies as appropriate, and assist in the project review process. Develop sector plans for other emerging high growth areas. Solicit and conduct MPO member requested transportation planning studies.

The following new studies will be conducted in FY 2017.

Victory Drive Corridor Study* Phase III:

Purpose: To develop detailed implementation plan recommendations addressing transportation, land use/urban design and landscape for the segment of Victory Drive between Bee Road and Skidaway Road.

Issues to be Addressed and Anticipated Outcomes: This project includes significant stakeholder and community involvement in the identification evaluation and recommendation of strategies, resulting in a focus area summary report and presentation. Issues that will be addressed include bicycle and pedestrian accommodation, transit operations, vehicular traffic movement, lighting, landscape, right-of-way, adjacent zoning and land use, development plans, community character, access management, community and stakeholder input and feedback.

The resulting implementation plan recommendations will address/include focus area improvement concept plan diagrams, typical street sections, a general outline of a potential overlay district which would define regulatory tools and design standards for the corridor, concepts for landscape maintenance and restoration, access management and connectivity recommendations.

Proposed Study Area: The study limits include the Victory Drive corridor in the vicinity of Truman Parkway, extending from Bee Road to Skidaway Road.

CORE MPO FY 2017 UPWP

TASK # 4 Systems Planning

Sub-element 4.13 Strategic Transportation Studies

ALI 44.24.00

Consultants: Consultants will be contracted for this task, and will be reimbursed using the FHWA Z230 funds presented below. Consultant recruitment activities and project management and oversight are a part of this task and will be funded with FHWA and FTA formula PL funds presented below.

Performance Based Planning Implementation:

Purpose: The purpose of this study is to monitor recent and pending rulemakings pursuant to MAP-21 and FAST Act pertaining specifically to performance based planning and determine the necessary steps which CORE MPO must take to ensure full and timely compliance. Implementation of the necessary performance based planning measures, including target setting, are included in this task.

Issues to be Addressed and Anticipated Outcomes: Effective achievement of the federally required minimums, or better, for performance based planning requirements as defined by recent and pending rulemakings. Evaluation of state performance targets against local performance priorities. Determination of local performance targets which can be measured and assessed with existing or reasonably anticipated funding and data resources in coordination with units of local government and GDOT. Coordination of local performance targets with state targets resulting.

Proposed Study Area: The CORE MPO Metropolitan Planning Area (MPA). See *Overview of the MPO Planning Process*, p. i, or Appendix N *CORE MPO MOU* for maps illustrating the MPA.

Consultants: Consultants will be contracted for this task, and will be reimbursed using the FHWA Z230 funds presented below. Consultant recruitment activities and project management and oversight are a part of this task and will be funded with FHWA formula PL funds presented below.

Airport Area Transportation Master Plan:*

Purpose: Provide a transportation master plan for the area around the Savannah/Hilton Head International Airport. The plan will look at automobile traffic to the airport and area employment centers including Gulfstream. The plan will also look at freight movement serving Gulfstream, the interaction of the airport and the port and logistic centers supporting multimodal freight movement. The transportation master plan is needed to ensure the transportation network meets existing and future needs as this area continues to grow.

Issues to be Addressed and Anticipated Outcomes: The airport is just west of the Port of Savannah, the largest single container terminal in North America. With the deepening of the harbor and a new inland terminal planned for the port in 2018, airport expansion plans, new developments, and programmed improvements, traffic is projected to increase throughout the study area. The airport, already the second busiest in the state of Georgia and home to Gulfstream headquarters, has a need to accommodate existing traffic and anticipated growth at the airport and in the surrounding area.

The study is expected to produce a short and long term needs report and Needs Assessment Technical Memorandum, a Project Recommendations Technical Memorandum including planning level cost estimates and MTP addenda and/or amendments as appropriate.

CORE MPO FY 2017 UPWP

TASK # 4 Systems Planning

Sub-element 4.13 Strategic Transportation Studies

ALI 44.24.00

Proposed Study Area: Detailed analysis and recommendations within a five mile radius of the airport. Review of travel demand model and general conditions within a ten mile radius in consideration of general conditions affecting the five mile study area.

Consultants: Consultants will be contracted for this task, and will be reimbursed using the FHWA Z230 funds presented below. Consultant recruitment activities and project management and oversight are a part of this task and will be funded with FHWA formula PL funds presented below.

CAT Streetcar Study*:

Purpose: Chatham Area Transit would like to perform a detailed analysis of streetcar system development along an East-West corridor in downtown Savannah with an eye toward economic development potential and transit oriented development opportunities.

Issues to be Addressed and Anticipated Outcomes: Route analysis will be conducted taking into account origins and destinations and trip generators, utilities, connectivity to other modes, automobile traffic impacts, pedestrian traffic impacts, curbside parking impacts appropriate termini and station/stop placement. Technology analysis will review electric power capacity, off-wire D.C. electric operation options, vehicle accessibility, station design, signal prioritization options and track bed/base design.

An overall benefit cost analysis will be produced along with a preliminary operational plan including a draft service schedule and estimated operating costs, and implementation recommendations.

Proposed Study Area: The proposed study area is downtown Savannah.

Consultants: Consultants will be contracted for this task, and will be reimbursed using the FHWA Z230 funds presented below. Consultant recruitment activities and project management and oversight are a part of this task and will be funded with FTA Section 5303 formula funds presented below.

Surface Transportation Act (FAST Act) and FHWA/FTA Rules Compliance:

Purpose: The purpose of this study is to monitor recent and pending rulemakings pursuant to MAP-21 and FAST Act and determine the necessary steps which CORE MPO must take to ensure full and timely compliance. Implementation of necessary compliance measures is included in this task.

Issues to be Addressed and Anticipated Outcomes: With each reauthorization comes new rulemakings and compliance requirements for MPOs. The issues to be addressed will be defined by actual rulemakings, which are pending at the time of writing. Examples of issues raised previously include specific requirements for required MPO planning documents, certification schedule changes, board composition requirements and others.

Proposed Study Area: The CORE MPO Metropolitan Planning Area (MPA). See *Overview of the MPO Planning Process*, p. i, or Appendix N *CORE MPO MOU* for maps illustrating the MPA.

CORE MPO FY 2017 UPWP

TASK # 4 Systems Planning

Sub-element 4.13 Strategic Transportation Studies

ALI 44.24.00

Consultants: Consultants will be contracted for this task, and will be reimbursed using the FHWA Z230 funds presented below. Consultant recruitment activities and project management and oversight are a part of this task and will be funded with FHWA formula PL funds presented below.

Road Diet Feasibility Study:

Purpose: To accelerate the implementation of bicycle facilities and reduce the negative impacts to adjacent properties by maximizing the utilization of existing pavement for all users. By identifying potential issues and opportunities related to re-allocating pavement space, the Road Diet Feasibility Study may advance lower cost solutions for bicycle connectivity which minimize or eliminate costly construction or right-of-way impacts. *This task addresses establishing a setting for effective decision making and public participation, identifying alternative transportation improvements.*

Project Description: While the CORE MPO set aside a portion of anticipated future revenues for non-motorized transportation projects in the Total Mobility Plan 2040 MTP, many local bikeway and multi-use path projects have remained stalled in the preliminary engineering phase due to budgetary constraints, citizen concerns or other unresolved issues.

CORE MPO staff will work consultants to identify low cost, short term solutions which can take place within existing pavement widths.⁴²

Consultants: Consultants will be contracted to carry out this study using M230/Z230 funds authorized in FY 2013. The current consultant budget is \$52,814.24. Consultant recruitment activities and project oversight are a part of this task, however staff activities will be funded with formula PL funds while consultant activities will be funded with Z230 funds.

| Transportation Planning Related Activities of Other Agencies | | | |
|--|------------------------------|--|-----|
| Organization | | Activities | |
| Other local agencies | | Assist with data collection as appropriate | |
| | | | |
| Target Start and End Dates | July 1, 2016 – June 30, 2017 | Lead Agency | MPC |

* Indicates MPO Member Requested Projects.

⁴² Addresses planning factors 1-2, 4-8 and 11.

CORE MPO FY 2017 UPWP

TASK # 4 Systems Planning

Sub-element 4.13 Strategic Transportation Studies

ALI 44.24.00

| Funding Source | Amount |
|-----------------------------|--------------|
| FHWA Formula PL | \$39,999.81 |
| MPO Dues Formula PL Match | \$9,999.95 |
| FTA Formula Section 5303 | \$10,000.00 |
| GDOT Formula 5303 Match | \$1,250.00 |
| MPO Dues Formula 5303 Match | \$1,250.00 |
| FHWA Z230 | \$332,000.00 |
| MPO Dues Z230 Match | \$83,000.00 |
| TOTAL FUNDS | \$477,499.76 |

CORE MPO FY 2017 UPWP

TASK # 4 Systems Planning—Special Studies

Sub-element 4.13A Transportation Demand Management Strategies

Objective: The CORE MPO region is experiencing a dramatic increase in popularity as an international tourist destination. This growth in tourism is coupled with overall population and development growth in the western portion of Chatham County and in Bryan County and increased congestion on the transportation network. This task will build on the work accomplished in the CMP and model refinement tasks to develop realistic transportation demand management strategies and implementation recommendations.

Previous Work: The CORE MPO has a long-standing commitment to the inclusion and implementation of multimodal transportation alternatives. This commitment can be found in the recent update of the Metropolitan Transportation Plan which included a Thoroughfare Plan component, as well as an expanded bicycle and pedestrian plan element. These planning efforts will provide the foundation for the development of expanded TDM strategies and policies and provide a platform for implementation of recommendations.

Project Description: This effort will include a research effort to determine the range of potential strategies, as well as a peer review of MPOs with high tourist volumes and demand of comparable size to determine the state of the practice and lessons learned among MPOs facing similar conditions. Examples of peer MPOs which could be assessed include Charleston, SC; St Augustine, FL; and Daytona Beach, FL. Strategies and policies will be identified and assessed with regard to realistic application and acceptability. Coordination with local stakeholders will also be a key component of the effort. The most appropriate strategies and accompanying implementation strategies and recommendations will be developed in coordination with the local stakeholders.⁴⁴

Consultants: Consultants will be contracted for this task and reimbursed with discretionary FHWA PL funds as presented below. Consultant recruitment activities and oversight by MPO staff are a part of this task and will be funded by FHWA formula PL funds as presented below.

Product: Identification of realistic Transportation Demand Strategies and recommended implementation steps for the MPO and local government stakeholders.

| | | | |
|----------------------------|--|-------------|-----|
| Target Start and End Dates | September 1, 2016 – September 30, 2017 | Lead Agency | MPC |
|----------------------------|--|-------------|-----|

| Transportation Planning Related Activities of Other Agencies | |
|--|----------------|
| Organization | Activities |
| GDOT | Oversight. |
| Consultants | TDM Strategies |

⁴⁴ Addresses planning factors 1, 2 and 4-8.

CORE MPO FY 2017 UPWP

TASK # 4 Systems Planning—Special Studies

Sub-element 4.13A Transportation Demand Management Strategies

| Funding Source | Amount |
|---------------------------------|--------------|
| FHWA Formula PL | \$9,600.00 |
| MPO Dues Formula PL Match | \$2,400.00 |
| FHWA Discretionary PL | \$120,000.00 |
| MPO Dues Discretionary PL Match | \$30,000.00 |
| FTA Formula Section 5303 | \$0.00 |
| GDOT Formula 5303 Match | \$0.00 |
| MPO Dues Formula 5303 Match | \$0.00 |
| TOTAL FUNDS | \$162,000.00 |

CORE MPO FY 2017 UPWP

| MPO FY 2017 UPWP PROPOSED FUNDING SOURCE BY TASK PERFORMING AGENCY | | | | | | | | | | | | | | | | | | | | | |
|--|----------|--|-----------------|-----------------------------------|------------------|-----------------------|---|------------------------|--------------|-----------------------------|--------------|--------------|------------------|-----------------------------|--------------|----------------|-------------|----------------------|----------------------------|----------------|----------------|
| Funding Source | Task No. | Task Description | FHWA Formula PL | Local Formula PL Match (MPO Dues) | Formula PL Total | FHWA Discretionary PL | Local Discretionary PL Match (MPO Dues) | Discretionary PL Total | FHWA Z230 | Z230 Local Match (MPO Dues) | Z230 Total | FTA-SEC 5303 | State 5303 Match | Local 5303 Match (MPO Dues) | 5303 Total | Federal Total | State Total | MPO Match (MPO Dues) | Local Operating (MPO Dues) | Total MPO Dues | Total Program |
| FHWA PL, Local | 1.1 | Program Coordination | \$28,000.00 | \$7,000.00 | \$35,000.00 | | | | | | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$28,000.00 | \$0.00 | \$7,000.00 | | \$7,000.00 | \$35,000.00 |
| FHWA PL, FTA 5303, State, Local | 1.2 | Operations and Administration | \$76,299.25 | \$19,074.81 | \$95,374.06 | | | | | | | \$20,782.00 | \$2,597.75 | \$2,597.75 | \$25,977.50 | \$97,081.25 | \$2,597.75 | \$21,672.56 | \$244.80 | \$21,917.36 | \$121,596.36 |
| FHWA PL, FTA 5303, State, Local | 1.3 | Training and Professional Development | \$15,662.59 | \$3,915.65 | \$19,578.24 | | | | | | | \$6,000.00 | \$750.00 | \$750.00 | \$7,500.00 | \$21,662.59 | \$750.00 | \$4,665.65 | | \$4,665.65 | \$27,078.24 |
| FHWA PL, Local | 1.4 | Equipment and Supplies | \$0.00 | \$0.00 | \$0.00 | | | | | | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | | \$0.00 | \$0.00 |
| FHWA PL, FTA 5303, State, Local | 1.5 | Contracts and Grants | \$18,467.03 | \$4,616.76 | \$23,083.79 | | | | | | | \$4,750.00 | \$593.75 | \$593.75 | \$5,937.50 | \$23,217.03 | \$593.75 | \$5,210.51 | | \$5,210.51 | \$29,021.29 |
| FHWA PL, FTA 5303, State, Local | 1.6 | Unified Planning Work Program | \$8,470.61 | \$2,117.65 | \$10,588.26 | | | | | | | \$2,000.00 | \$250.00 | \$250.00 | \$2,500.00 | \$10,470.61 | \$250.00 | \$2,367.65 | | \$2,367.65 | \$13,088.26 |
| FHWA PL, FTA 5303, State, Local | 2.1 | Community Outreach/Education | \$6,000.00 | \$1,500.00 | \$7,500.00 | | | | | | | \$8,000.00 | \$1,000.00 | \$1,000.00 | \$10,000.00 | \$14,000.00 | \$1,000.00 | \$2,500.00 | | \$2,500.00 | \$17,500.00 |
| FTA 5303, State, Local | 2.2 | Environmental Justice/Title 6/Anti-Poverty | \$0.00 | \$0.00 | \$0.00 | | | | | | | \$4,000.00 | \$500.00 | \$500.00 | \$5,000.00 | \$4,000.00 | \$500.00 | \$500.00 | | \$500.00 | \$5,000.00 |
| FTA 5303, Local | 2.3 | Participation Plan | \$0.00 | \$0.00 | \$0.00 | | | | | | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | | \$0.00 | \$0.00 |
| FHWA PL, Local | 3.1 | Socio-economic Data | \$6,400.00 | \$1,600.00 | \$8,000.00 | \$40,000.00 | \$10,000.00 | \$50,000.00 | | | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$46,400.00 | \$0.00 | \$11,600.00 | | \$11,600.00 | \$58,000.00 |
| FHWA PL, Local | 3.2 | Traffic Impact Analysis | \$38,694.49 | \$9,673.62 | \$48,368.11 | | | | | | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$38,694.49 | \$0.00 | \$9,673.62 | | \$9,673.62 | \$48,368.11 |
| FHWA PL, FTA 5303, State, Local | 3.6 | Bicycle and Pedestrian Demand | \$10,458.92 | \$2,614.73 | \$13,073.65 | | | | | | | \$4,000.00 | \$500.00 | \$500.00 | \$5,000.00 | \$14,458.92 | \$500.00 | \$3,114.73 | | \$3,114.73 | \$18,073.65 |
| FHWA PL, Local | 4.1 | Congestion Management Process | \$12,800.00 | \$3,200.00 | \$16,000.00 | \$300,000.00 | \$75,000.00 | \$375,000.00 | | | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$312,800.00 | \$0.00 | \$78,200.00 | | \$78,200.00 | \$391,000.00 |
| FHWA Z230, FTA 5303, State, Local | 4.2 | Transit / Paratransit Planning | \$0.00 | \$0.00 | \$0.00 | | | | \$68,000.00 | \$17,000.00 | \$85,000.00 | \$52,595.00 | \$6,574.37 | \$6,574.38 | \$65,743.75 | \$120,595.00 | \$6,574.37 | \$23,574.38 | | \$23,574.38 | \$150,743.75 |
| FHWA PL, FHWA Z230, State, Local | 4.6 | Model Development and Applications | \$4,500.00 | \$1,125.00 | \$5,625.00 | | | | | | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$4,500.00 | \$0.00 | \$1,125.00 | | \$1,125.00 | \$5,625.00 |
| FHWA PL, Local | 4.10 | Freight Planning | \$4,000.00 | \$1,000.00 | \$5,000.00 | | | | | | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$4,000.00 | \$0.00 | \$1,000.00 | | \$1,000.00 | \$5,000.00 |
| FHWA PL, Local | 4.11 | Long Range Plan | \$10,000.00 | \$2,500.00 | \$12,500.00 | | | | | | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$10,000.00 | \$0.00 | \$2,500.00 | | \$2,500.00 | \$12,500.00 |
| FHWA PL, FTA 5303, State, Local | 4.12 | Transportation Improvement Program | \$43,200.00 | \$10,800.00 | \$54,000.00 | | | | | | | \$10,000.00 | \$1,250.00 | \$1,250.00 | \$12,500.00 | \$53,200.00 | \$1,250.00 | \$12,050.00 | | \$12,050.00 | \$66,500.00 |
| FHWA PL, Z230, FTA 5303, State, Local | 4.13 | Strategic Planning Studies | \$39,999.81 | \$9,999.95 | \$49,999.76 | | | | \$332,000.00 | \$83,000.00 | \$415,000.00 | \$10,000.00 | \$1,250.00 | \$1,250.00 | \$12,500.00 | \$381,999.81 | \$1,250.00 | \$94,249.95 | | \$94,249.95 | \$477,499.76 |
| FHWA PL, Local | 4.13A | Transportation Demand Management | \$9,600.00 | \$2,400.00 | \$12,000.00 | \$120,000.00 | \$30,000.00 | \$150,000.00 | | | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$129,600.00 | \$0.00 | \$32,400.00 | | \$32,400.00 | \$162,000.00 |
| Grand Total | | | \$332,552.70 | \$83,138.18 | \$415,690.88 | \$460,000.00 | \$115,000.00 | \$575,000.00 | \$400,000.00 | \$100,000.00 | \$500,000.00 | \$122,127.00 | \$15,265.87 | \$15,265.88 | \$152,658.75 | \$1,314,679.70 | \$15,265.87 | \$313,404.06 | \$244.80 | \$313,648.86 | \$1,643,594.43 |

CORE MPO FY 2017 UPWP

TASK # 4 Illustrative Tasks

Sub-element 1.1 Performance Based Planning Initiative A: Travel Demand Model Improvements

Objective: *This task addresses core MPO functions by creating a tool to assist in identifying alternative transportation improvement through performance measurements which supports the preparation of maintenance of the MTP and the TIP.* Develop and apply CUBE and other models in Metropolitan Transportation Plan updates, corridor studies and other transportation planning applications. Implement priority travel demand model improvements identified by consultants in 2013 to maintain currency with state of the practice, and support ongoing planning efforts of the CORE MPO. Develop specific, modeling processes and procedures to assess the impact of transportation improvements in achieving established and emerging performance measures and targets.

Previous Work: This is a new illustrative task. A full update of the traditional four step CORE MPO travel demand model was completed by Atkins working as on-call consultant to GDOT in 2014. A concurrent technical review of GDOT modeling procedures in the CORE MPO travel demand model by Cambridge Systematics recommended key improvements which would support MTP and TIP development as well as performance based planning.

Project Description: Working with consultants, MPO staff will develop procedures and applications supporting the analysis of the performance of proposed transportation improvements, packages of improvements, MTPs, TIPs and the like, against established and emerging targets set by both GDOT and the CORE MPO. These applications may include a combination of direct reports of available model outputs, reports of additional model outputs produced as a result of additional model developments and refinements, and/or outputs of post process routines developed in support of performance measurement. It is intended that the existing CORE MPO travel demand model will play a central role in this process, and model improvements and additional modules will be prioritized based upon their applicability to the measurement of the prescribed performance measures and targets. Due to the high degree of standardization of travel demand models within Georgia, excepting ARC, it is expected that the outcomes of this task may have broader applicability to other MPOs

Priority improvements to the travel demand model identified by consultants in 2013 will be carried out on a priority basis subject to funding availability: transit analysis, freight analysis/mode, time of day analysis, model generated performance measures and toll analysis. Highest priority will be given to improvement strategies which provide the CORE MPO with analytical tools supporting performance based planning and measurement of state and MPO performance measures and targets.⁴⁵

Consultants: Consultants will be contracted to carry out this task. Consultant recruitment activities and MPO staff oversight of consultant work are a part of this task.

Product: Enhanced computer models, post processors and analytical procedures supporting performance based planning. Operational analyses and test results. Computer files, printouts and plots.

| | | | |
|----------------------------|---------------------------------------|-------------|-----|
| Target Start and End Dates | September 1, 2016 – December 31, 2017 | Lead Agency | MPC |
|----------------------------|---------------------------------------|-------------|-----|

⁴⁵ State performance targets have not been announced when the Draft FY 2017 UPWP was distributed for review and comment. This task cannot be fully completed until state performance measures and targets are known.

CORE MPO FY 2017 UPWP

TASK # 1 Illustrative Tasks

Sub-element 1.1 Performance Based Planning Initiative A: Travel Demand Model Improvements

| Transportation Planning Related Activities of Other Agencies | |
|--|---|
| Organization | Activities |
| GDOT | Oversight |
| Consultants | Model Development Supporting Performance Based Planning ⁴⁶ |

| Funding Source | Amount |
|-----------------------------|--------------|
| FHWA Formula PL | \$200,000.00 |
| GDOT PL Match | \$0.00 |
| MPO Dues Formula PL Match | \$50,000.00 |
| FHWA Z230 ⁴⁷ | \$0.00 |
| MPO Dues Z230 Match | \$0.00 |
| FTA Formula Section 5303 | \$0.00 |
| GDOT Formula 5303 Match | \$0.00 |
| MPO Dues Formula 5303 Match | \$0.00 |
| TOTAL FUNDS | \$250,000.00 |

⁴⁶ Under contract to CORE MPO

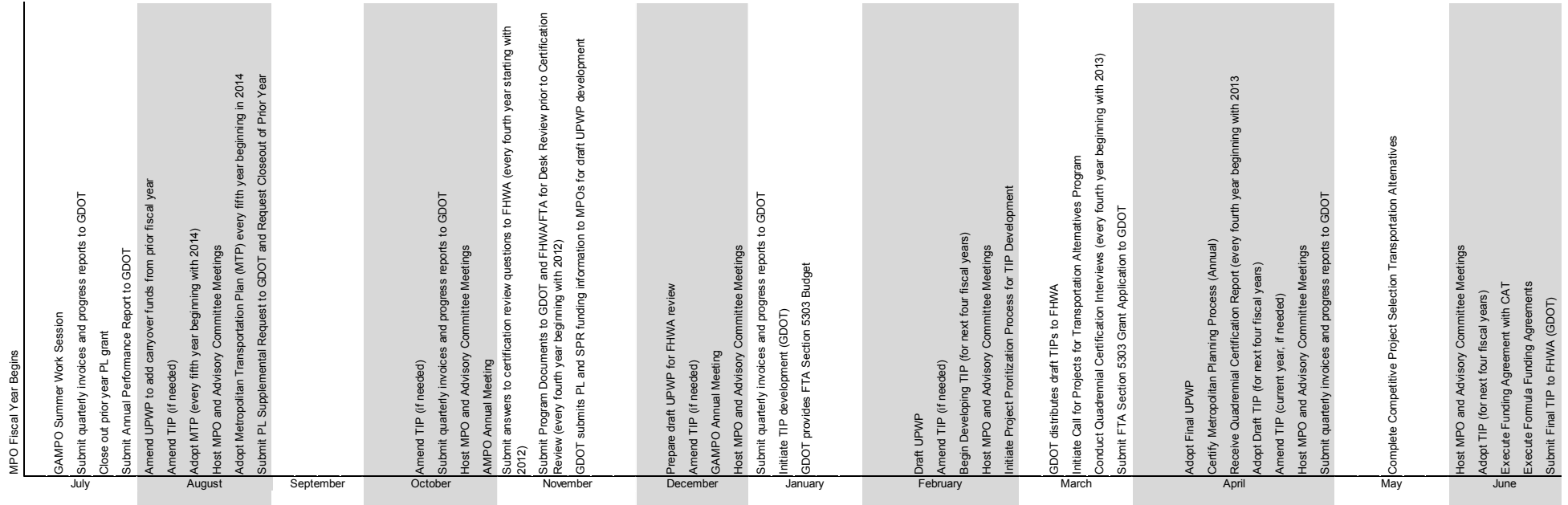
⁴⁷ Expected to have been authorized under PI0010563 in 2016, and therefore not reflected in this table.

Appendices

Appendix A

Generalized Annual Timeline of Key Planning Deliverables and Milestones

Generalized Annual Timeline of Key Planning Deliverables and Milestones



Shading indicates months when the CORE MPO Board meets

Schedule information is an estimate only and may vary depending upon availability of necessary project and financial data, or other factors

Dates and timeframes are illustrative and actual schedules may deviate from this timeline without necessitating UPWP amendment or other planning actions.

Appendix B

FHWA/FTA 2015-2016 Planning Emphasis Areas Letter



U.S. Department
of Transportation
Federal Highway
Administration

Office of the Administrator
April 23, 2014

1200 New Jersey Ave., SE
Washington, D.C. 20590

Federal Transit
Administration

In Reply Refer To:
HEPP-1
TPE-1

Attention: Executive Directors of Metropolitan Planning Organizations

With the renewed focus on transportation planning brought about by the MAP-21, Transportation Secretary Foxx, and the pending issuance of proposed transportation planning regulations, Federal Highway Administration (FHWA) and Federal Transit Administration's (FTA) Offices of Planning are jointly issuing Planning Emphasis Areas (PEAs). The PEAs are planning topical areas that we want to place emphasis on as the Metropolitan Planning Organizations (MPOs) and the State DOTs develop their respective planning work programs. We are asking our FHWA and FTA field offices to meet with their MPO and State DOT counterparts to discuss these emphasis areas and encourage the MPOs and the States to develop and identify work tasks associated with the planning emphasis areas for inclusion in their upcoming unified planning work programs and statewide planning and research work programs for Federal FY-2015. The planning emphasis areas for Federal FY-2015 include:

MAP-21 Implementation

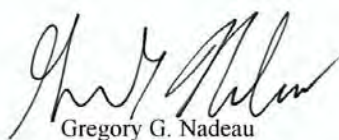
- *Transition to Performance Based Planning and Programming.* The development and implementation of a performance management approach to transportation planning and programming that supports the achievement of transportation system performance outcomes.

Models of Regional Planning Cooperation

- *Promote cooperation and coordination across MPO boundaries and across State boundaries where appropriate to ensure a regional approach to transportation planning.* This is particularly important where more than one MPO or State serves an urbanized area or adjacent urbanized areas. This cooperation could occur through the metropolitan planning agreements that identify how the planning process and planning products will be coordinated, through the development of joint planning products, and/or by other locally determined means. Coordination across MPO and across State boundaries includes the coordination of transportation plans and programs, corridor studies, and projects across adjacent MPO and State boundaries. It also includes collaboration among State DOT(s), MPOs, and operators of public transportation on activities such as: data collection, data storage and analysis, analytical tools, and performance based planning.

Ladders of Opportunity

- *Access to essential services - as part of the transportation planning process, identify transportation connectivity gaps in access to essential services. Essential services include housing, employment, health care, schools/education, and recreation. This emphasis area could include MPO and State identification of performance measures and analytical methods to measure the transportation system's connectivity to essential services and the use of this information to identify gaps in transportation system connectivity that preclude access of the public, including traditionally underserved populations, to essential services. It could also involve the identification of solutions to address those gaps.*



Gregory G. Nadeau
Deputy Administrator
Federal Highway Administration

Sincerely yours,



Therese W. McMillan
Deputy Administrator
Federal Transit Administration

Appendix C

FHWA/FTA FY 2016 Planning Emphasis Areas Letter



U.S. Department
of Transportation

Federal Highway
Administration
Federal Transit
Administration

1200 New Jersey Avenue, SE.
Washington, DC 20590

March 18, 2015

In Reply Refer To: HEPP-1/TPE-1

Attention: Executive Directors of Metropolitan Planning Organizations

In 2014, the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) sent a letter to the Executive Directors of the Metropolitan Planning Organizations (MPO) and the heads of the State Departments of Transportation (State DOT) encouraging you to give priority to the following emphasis areas in your updated unified planning work programs (UPWP) and statewide planning and research programs: MAP-21 Implementation, Regional Models of Cooperation, and Ladders of Opportunity. These three priorities are included in Secretary Foxx's strategic objectives for the Surface Transportation Program. We are requesting State DOTs and MPOs reiterate and emphasize these planning emphasis areas in their respective planning work programs for Fiscal Year 2016. We are also directing our FHWA and FTA field offices to continue to work with you and your organizations to identify tasks that advance these U.S. Department of Transportation priorities.

MAP-21 Implementation

Transition to Performance-based Planning and Programming – We encourage State DOTs and MPOs to further develop their performance management approach to transportation planning and programming. Performance-based planning and programming includes using transportation performance measures, setting targets, reporting performance, and programming transportation investments directed toward the achievement of transportation system performance outcomes. Appropriate UPWP work tasks could include working with local planning partners to identify how to implement performance-based planning provisions such as collecting performance data, selecting and reporting performance targets for the metropolitan area, and reporting actual system performance related to those targets. The MPOs might also explore the option to use scenario planning to develop their metropolitan transportation plan. We encourage you to use the following resources to help develop your approach: *Performance Based Planning and Programming Guidebook*; *Model Long Range Transportation Plans Guidebook* and *Small Metropolitan Areas: Performance Based Planning*.

Regional Models of Cooperation

Ensure a Regional Approach to Transportation Planning by Promoting Cooperation and Coordination across Transit Agency, MPO and State Boundaries – To improve the effectiveness of transportation decisionmaking, we encourage State DOTs, MPOs, and providers of public transportation to think beyond traditional borders and adopt a coordinated approach to transportation planning. A coordinated approach supports common goals and capitalizes on opportunities related to project delivery, congestion management, safety, freight, livability, and

commerce across boundaries. Improved multi-jurisdictional coordination by State DOTs, MPOs, providers of public transportation, and rural planning organizations (RPO) can reduce project delivery times and enhance the efficient use of resources, particularly in urbanized areas that are served by multiple MPOs. The MPOs can revisit their metropolitan area planning agreements to ensure that there are effective processes for cross-jurisdictional communication among State DOTs, MPOs, and providers of public transportation to improve collaboration, policy implementation, technology use, and performance management. State DOTs and MPOs can explore the opportunity to partner with RPOs to conduct transportation planning in nonmetropolitan areas. We encourage you to visit FHWA's [Regional Models of Cooperation](#) and [Every Day Counts Initiative](#) Webpages for more information.

Ladders of Opportunity

Access to Essential Services – We encourage State DOTs, MPOs, and providers of public transportation, as part of the transportation planning process, to identify transportation connectivity gaps in accessing essential services. Essential services include employment, health care, schools/education, and recreation. Suggested UPWP work tasks include developing and implementing analytical methods to identify gaps in the connectivity of the transportation system and developing infrastructure and operational solutions that provide the public, especially the traditionally underserved populations, with adequate access to essential services. Other effective work tasks could include: evaluating the effectiveness of public participation plans for engaging transportation disadvantaged communities in the transportation decisionmaking process; updating the Section 5310 Coordinated Human Service Public Transportation Plans; assessing the safety and condition of pedestrian and bicycle facilities; and evaluating compliance with Americans with Disabilities Act, particularly around schools, concentrations of disadvantaged populations, social services, medical, and transit facilities.

Sincerely yours,



Gregory G. Nadeau
Deputy Administrator
Federal Highway Administration



Therese W. McMillan
Acting Administrator
Federal Transit Administration

Appendix D

FHWA Correspondence Regarding FY 2017 Planning Emphasis Areas

RE: CORE Revised 2017 UPWP Draft Comments from FHWA

Tamara.Christion@dot.gov

Sent: Wed 3/9/2016 7:38 AM

To: Mark Wilkes

Mark,

They have not been any changes to the PEAs. The FY 2015-2016 PEAs are the same for FY 17.

From: Mark Wilkes [<mailto:wilkesm@thempc.org>]

Sent: Tuesday, March 08, 2016 3:35 PM

To: Christian, Tamara (FHWA)

Subject: RE: CORE Revised 2017 UPWP Draft Comments from FHWA

Tamara:

Are the 2017 PEAs available yet? If not, when can we expect to see them?

Mark Wilkes, P.E., AICP

Director of Transportation

Coastal Region MPO

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Appendix E
Summary Table of Studies

CORE MPO FY 2017 UPWP

| Prior Year Authorizations | | | | Status As of December 31, 2015 Based Upon Invoices Received**** | | Project Targets | |
|---|-------|-------------|--------------|---|------------------|-----------------|-----------|
| Study Name | PI | Author ized | Study Budget | Funds Remaining | Percent Complete | Start | Finish |
| I-16 Interchange Modification Report, Scoping and Development Plan | 8562 | 2013 | \$525,000.00 | \$0.00 | 100% | Oct-13 | Dec-15 |
| I-16 IMR Study Management | 8607 | 2013 | \$16,965.00 | \$1,695.68 | 90% | Oct-13 | Dec-15 |
| Freight Transportation Plan Phase II | 8608 | 2014 | \$180,026.00 | \$0.00 | 100% | Mar-14 | Dec-15 |
| Savannah Regional TCC Phase II (CMP Phase 3) | 10027 | 2013 | \$150,000.00 | \$81,720.00 | 46% | Apr-14 | Jun-16 |
| Victory Drive Corridor Study (Phase I and II) | 8608 | 2014 | \$109,000.00 | \$0.00 | 100% | Jul-14 | Dec-15 |
| Victory Drive Study Management (Phase I & II) | 8607 | 2014 | \$23,760.00 | \$0.00 | 100% | Jul-14 | Dec-15 |
| Greater Downtown Savannah Parking and Mobility Study and Strategic Plan | 10562 | 2014 | \$260,000.00 | \$59,565.97 | 76% | Jan-15 | Jun-16 |
| L RTP Modifications for MPO Boundary Expansion | 10562 | 2014 | \$60,000.00 | \$7,557.45 | 85% | Jul-15 | Mar-16 |
| Transportation Improvement Program (TIP) Web Based Tools (electronic TIP) | 10562 | 2014 | \$34,400.00 | \$34,400.00 | 0% | Feb-16 | Aug-16 |
| Montgomery St. Two-Way Traffic Study | 10562 | 2015 | \$35,600.00 | \$10,324.00 | 71% | Sep-15 | Mar-16 |
| Road Diet Feasibility Study | 8607 | 2015 | \$52,814.24 | \$52,814.24 | 0% | Apr-16 | Nov-16 |
| Freight Transportation Plan Land Use Analysis | 10027 | 2016 | \$20,000.00 | \$0.00 | 100% | Jul-15 | Dec-15 |
| Participation Plan Update | 8607 | 2015 | \$35,000.00 | \$35,000.00* | 100% | Jul-15 | Feb-16 |
| Canal District Connectivity Plan | 8607 | 2015 | \$50,000.00 | \$383.00** | 100% | Nov-15 | Dec-15 |
| Victory Drive Corridor Study Phase III | 10562 | 2015 | \$110,000.00 | \$110,000.00 | 0% | Mar-16 | Dec-16 |
| Victory Drive Study Project Management (Phase III) | 8607 | 2015 | \$24,000.00 | \$24,000.00 | 0% | Mar-16 | Dec-16 |
| TMC Symposium | 10027 | 2016 | \$19,897.86 | \$16,352.51 | 18% | Jul-15 | Jun-16 |
| CAT Study 1 Regional Mobility Management Program | 13366 | 2016 | \$32,222.22 | \$32,222.22 | 0% | TBA (CAT) | TBA (CAT) |
| CAT Study 2 Tactical Optimization Process | 13366 | 2016 | \$50,000.00 | \$50,000.00 | 0% | TBA (CAT) | TBA (CAT) |

* Project completed with PL funds.

** Project completed under budget

**** Completion status based on invoices received as of 12-31-2015

CORE MPO FY 2017 UPWP

| Authorization Pending | | | | Status As of December 31, 2015 Based Upon Invoices Received | | Project Targets | |
|--|-------------------------|-----------------|--------------|---|------------------|-----------------|--------|
| Study Name | PI | Year Authorized | Study Budget | Funds Remaining | Percent Complete | Start | Finish |
| Airport Area Transportation Master Plan | Pending GDOT Assignment | TBA | \$255,000.00 | \$255,000.00 | 0% | Mar-16 | Sep-17 |
| Performance Based Planning Implementation | Pending GDOT Assignment | TBA | \$45,000.00 | \$45,000.00 | 0% | Jul-16 | Jun-18 |
| Congestion Management Process Update | Pending GDOT Assignment | TBA | \$375,000.00 | \$375,000.00 | 0% | Sep-16 | Dec-17 |
| Socio-Economic Data | Pending GDOT Assignment | TBA | \$50,000.00 | \$50,000.00 | 0% | Sep-16 | Jun-17 |
| Transportation Demand Management Strategies | Pending GDOT Assignment | TBA | \$150,000.00 | \$150,000.00 | 0% | Sep-16 | Dec-17 |
| CAT Streetcar Study | Pending GDOT Assignment | TBA | \$85,000.00 | \$85,000.00 | 0% | TBA | TBA |
| Victory Drive Study Phase 4 | Pending GDOT Assignment | TBA | \$100,000.00 | \$100,000.00 | 0% | Jul-17 | Jan-18 |
| FAST Act Implementation and Compliance | Pending GDOT Assignment | TBA | \$15,000.00 | \$15,000.00 | 0% | Jun-16 | Jul-17 |
| Model Development and Applications for Performance Measurement | 10563*** | TBA | \$159,621.00 | \$159,621.00 | 0% | Jul-16 | Mar-17 |

*** M230 funds assigned by MPO. There is a pending request for discretionary PL funds which, if successful, would supplant the M230 funds.

**** Completion status based on invoices received as of 12-31-2015

Appendix F

FHWA Review Comments on October 14, 2015 Draft with MPO Response

From: Tamara.Christion@dot.gov [<mailto:Tamara.Christion@dot.gov>]

Sent: Thursday, October 29, 2015 3:16 PM

To: Mark Wilkes; arlittle@dot.ga.gov

Cc: Tom Thomson; Wykoda Wang; Stephanie Rossi; Jane Love; Jessica Hagan; Melony West; andrew.edwards@dot.gov

Subject: RE: CORE MPO Draft FY 2017 UPWP for Pre-Distribution Review

Importance: High

Good Afternoon;

FHWA completed its review of the CORE MPO's draft FY 17 UPWP. In addition to the more detailed comments in the attached Comment Form, here are some general comments:

- The MPO is in the process of updating its LRTP, so FHWA would like to see a stronger focus on this update throughout the UPWP
- Consider using bullet format as you lists Previous Work, Activities, and Resulting Products (with dates to demonstrate completion). This will provide for an easier read instead of the paragraph format.
- PEAs summary should correspond with activities outlined under related tasks
- Planning factors summary/Matrix should correspond with activities outlined under related tasks

The Fiscal Year 2017 UPWP is mirror image of the FY 2016 document. Regulations calls for the document to demonstrate a continuous process as required by the metropolitan transportation planning process. The document does not highlight completed work from FY 16 in most sections.

FHWA is asking the MPO to demonstrate how the MPO staff addressed FHWA's comments in the provided Comment Form before final adoption and approval of the FY 17 UPWP.

Also, in order to continue a working relationship and provide the technical guidance to the MPO, FHWA ask that the staff refrain from defensive responses. As always, please do not hesitate to contact me if you have questions or needs clarification on the provided comments.

Thanks.

Best Regards,

Tamara N. Christion
Transportation Planner
FHWA-Georgia Division
404-562-3690

| <i>FY2017 Unified Planning Work Program (UPWPs)</i> | |
|--|---|
| FHWA & FTA Comments | |
| MPO: CORE | Date: November, 2015 |
| Non-Tabular General Comments included in Transmittal Email for Reference | MPO Response |
| <p>FHWA completed its review of the CORE MPO's draft FY 17 UPWP. In addition to the more detailed comments in the attached Comment Form, here are some general comments:</p> <ul style="list-style-type: none"> • The MPO is in the process of updating its LRTP, so FHWA would like to see a stronger focus on this update throughout the UPWP • Consider using bullet format as you lists Previous Work, Activities, and Resulting Products (with dates to demonstrate completion). This will provide for an easier read instead of the paragraph format. • PEAs summary should correspond with activities outlined under related tasks • Planning factors summary/Matrix should correspond with activities outlined under related tasks <p>The Fiscal Year 2017 UPWP is mirror image of the FY 2016 document. Regulations calls for</p> | <p>The current MTP modification will have been completed by March 2016, so it is not a part of the FY 2017 UPWP. The current MTP modification is included in the FY 2016 UPWP.</p> <p>Will look for ways to start incorporating this going forward in the context of the approved FHWA/GDOT UPWP template that the Georgia MPOs have been asked to work under.</p> <p>The old PEAs have been carried forward in the approved FY 2016 format since no PEAs have yet been provided by USDOT/FHWA to the MPOs for FY 2017. Footnotes will be added for clarity as was done for GDOT with regard to planning factors.</p> <p>Footnotes were added to related tasks for clarity at GDOT's request. That should address this comment as well.</p> <p>Completed work from FY 2016 was not always</p> |

CORE MPO FY 2017 UPWP

| <p>the document to demonstrate a continuous process as required by the metropolitan transportation planning process. The document does not highlight completed work from FY 16 in most sections.</p> <p>FHWA is asking the MPO to demonstrate how the MPO staff addressed FHWA's comments in the provided Comment Form before final adoption and approval of the FY 17 UPWP.</p> <p>Also, in order to continue a working relationship and provide the technical guidance to the MPO, FHWA ask that the staff refrain from defensive responses. As always, please do not hesitate to contact me if you have questions or needs clarification on the provided comments.</p> | | <p>highlighted in the initial draft as only one quarter of FY 2016 had passed at the time the draft had to be prepared. To address this comment, anticipated completion dates will be added in the past tense if needed to align the FY 2017 UPWP timewise with the FY 2017 start date of July 1, 2016</p> <p>Comments are responded to in the requested tabular format</p> |
|---|---|---|
| Page/Section | FHWA Comments | MPO's Response |
| INTRODUCTION | | |
| Page I | <ul style="list-style-type: none"> • There is no discussion of the 3-C process • Add 23 U.S.C. 134 | <p><i>Discussion added.</i> <i>134 added to text.</i></p> |
| | <p>Overview of the Planning Process- Add a Public Participation Process section- this section will demonstrate how the MPO continues to prioritize an increased emphasis on public participation to promote greater awareness of MPO functions by the public and increase demands for information and analysis of MPO projects and programs.</p> <ol style="list-style-type: none"> 1. Document the Public Meetings should be noted in the document as well as comments received. Preferred location is | <p><i>Section added.</i></p> <p><i>The public meetings for the draft FY 2017 UPWP will occur in conjunction with CORE MPO advisory</i></p> |

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| | <p>the Appendix.</p> <p>2. A description of the public participation process used in the development of the UPWP.</p> | <p><i>committees' meetings in the near future. Meeting dates and public comments, if any, will be shown in an appendix once they have occurred.</i></p> <p><i>Description added.</i></p> |
| | <p>Planning Emphasis Areas (PEAs)</p> | |
| Page v | <p>FHWA and FTA jointly issued Planning Emphasis Areas (PEAs), which are planning topical areas that FHWA/FTA want to place emphasis on as the MPOs develop their respective planning work programs. In specific details, how the PEAs described below were considered in related work elements/tasks.</p> <p>1. <i>Models of Regional Planning Cooperation:</i> Cooperation and coordination across MPO and State boundaries where appropriate to ensure a regional approach to transportation planning.</p> <ul style="list-style-type: none"> The MPO has an opportunity to take credit for MAP-21 implementation here. Collaboration among planning partners, internal/external and with traditional and non-traditional partners is vital in the PBPP process. | <p><i>The PEAs provided are for prior years. This disconnect between the release of USDOT PEAs and UPWP development timeframes was discussed with FHWA staff at the last AMPO Policy Committee meeting in October 2015, although no immediate solution was identified.</i></p> <p><i>CORE MPO staff actively participates with adjacent MPOs, and participates as a non-voting basis on the MPO board meetings of HAMPO and LATS. CORE MPO staff also participates in Effingham TAC meetings. Likewise, HAMPO, LATS and Effingham TAC participate in CORE MPO Board meetings. The discussions and interactions inform all relevant aspects of the CORE MPO UPWP.</i></p> <p><i>Non-traditional partnerships include a diverse array of stakeholders including neighborhood associations, board of realtors, garden clubs, the Savannah Tree Foundation and others on a project by project basis.</i></p> <p><i>Traditional partnerships are maintained with GDOT, FHWA, FTA, City of Savannah, Chatham County Airport, GPA, CAT and all other MPO member/participants.</i></p> |

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| | <p>2. <i>Access to Essential Services/Ladders of Opportunity:</i> Access to essential services in which the transportation planning process identifies transportation connectivity gaps and solutions to address those gaps.</p> <ul style="list-style-type: none"> • Take this opportunity to include Environmental Justice analysis activities for FY 17 under related tasks, including Data Collection and Public Involvement. • Environmental Justice Activities are not only associated with transit and/or public involvement. Document in specific details highway related activities under Environmental Justice <p>3. <i>MAP-21 Implementation:</i> Transition to performance based planning and programming as per MAP-21.</p> <ul style="list-style-type: none"> • As the MPO staff addresses this comment, keep in mind that | <p><i>CORE MPO has a dedicated transit planner and carries on routine and ongoing coordination with CAT, including participation in CAT Board and committee meetings. CORE MPO has also enacted a policy to dedicate Urban Attributable funds in an amount adequate to purchase one bus per year as a routine part of the TIP. CORE MPO has also set a policy to financially support robust transit planning by dedicating \$85,000 per year to strategic transit studies. All of this supports access to essential services and by extension ladders of opportunity.</i></p> <p><i>The major Title VI updates occurred in 2015 and 2016 prior to the 2017 UPWP, so the update activities are not included in the 2017 UPWP.</i></p> <p><i>CORE MPO has developed a detailed Environmental Justice report as a part of the Title VI package, which has been commended by FHWA and FTA during the last certification review. During the 2016/2016 Title VI updates, the report has been revised to reflect the latest information. The EJ report includes analysis not only pertaining transit and/or public involvement, but also highway related activities such as highway investments' impacts on EJ communities and potential mitigation activities.</i></p> <p><i>THE CORE MPO has been moving toward a performance based planning approach since 2003, beginning with identification of performance</i></p> |
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| | <p>the current LRTP is not performance based, the most significant change to the metropolitan transportation planning process under MAP-21 requirements.</p> <ul style="list-style-type: none"> This UPWP has not listed activities demonstrating a transition to performance based planning. The MPO is currently updating its LRTP. Take this opportunity to identify specific activities for FY 17 regarding performance | <p><i>measures in the first CMP.</i></p> <p><i>The last two MTP updates, completed in 2009 and 2014 respectively, identified performance measures to prioritize projects for implementation. The most recent MTP update developed a project prioritization process based on quantitative and qualitative measures consistent with the previously mentioned performance measures. Due to inadequate funding, project selection was limited to projects selected in prior years.</i></p> <p><i>The state has not yet communicated its performance targets as required by MAP 21, but once this happens the MPO will follow suit and formalize targets that work with those of the state. The information gleaned from the recent project prioritization exercise, the CMP Phase III update, and special studies should allow for a more robust performance based approach, particularly in light of increased state funding now becoming available.</i></p> <p><i>The current MTP modification is not an update in the sense of the full updates which happen every five years. It is a modification to include newly added portions of the 2010 Savannah Urbanized Area into the MTP as required.</i></p> <p><i>The LRTP/MTP updates occurred in 2015 and 2016 prior to the 2017 UPWP and have included the performance based approaches mentioned above.</i></p> |
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| | <p>measures/performance base planning.</p> <p>Under this section, the MPO should discuss what task (s) coincides within these areas. A planning emphasis area matrix alone does not demonstrate how the MPO is addressing the PEA's.</p> | <p><i>*The MTP and TIP will be revisited and revised again as needed to include Performance-Base Planning and Programming as appropriate in conformance with required implementations schedules, once final guidance for MAP-21 is available.</i></p> <p>All major tasks, and most subtasks correspond to all PEAs as illustrated in the chart, and as discussed in the individual subtask narratives.</p> |
| <p>FY 2017 Planning Priorities</p> | | |
| | <p>Planning Priorities- Include</p> <ul style="list-style-type: none"> The MPO should include a detailed discussion of priorities in, and issues facing the MPO area for the fiscal year. 23 CFR 450.308 (d) For example, if the MPO area is experiencing a significant rate of growth, appropriate planning priorities should be identified to address increased development, traffic volumes, and planning for the area's future transportation system. | <p>It appears that the CFR reference is incorrect here, and that 23CFR.308 (C) is intended.</p> <p>(c) Except as provided in paragraph (d) of this section, each MPO, in cooperation with the State(s) and public transportation operator(s), shall develop a UPWP that includes a discussion of the planning priorities facing the MPA. The UPWP shall identify work proposed for the next one- or two-year period by major activity and task (including activities that address the planning factors in § 450.306(a)), in sufficient detail to indicate who (e.g., MPO, State, public transportation operator, local government, or consultant) will perform the work, the schedule for completing the work, the resulting products, the proposed funding by activity/task, and a summary of the total amounts and sources of Federal and matching funds.</p> <p>Separate discussion of planning priorities has been added. This discussion reflects upon the</p> |

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| | | previously detailed planning tasks as the planning priorities for FY 2017. |
| | Planning Factors | |
| Page iii | <p>Eight Planning Factors- The UPWP shall identify work proposed for the next one year period by major activity and task, including activities that address the planning factors.</p> <ul style="list-style-type: none"> In specific details, document all activities that address the planning factors outlined in 23 CFR 450.306(a)(1-8) under relevant tasks. A planning factor matrix alone does not demonstrate how the MPO is addressing the planning factors. Indicate work tasks that consider the various planning factors are not lining up with what is checked in the planning factors matrix. Revise all tasks in the UPWP and document in specific details planning related activities that are in consideration of each planning factor including those identified as per MAP-21. | <p>The individual work tasks have been footnoted to clarify which tasks are addressing each planning factor. This was the request of GDOT.</p> <p>See above.</p> |
| WORK ELEMENTS | Task 1: Administration | |
| | <p>1.1: <u>Product-</u> Was the MOU updated in June 2015? This information is documented in both FY 16 and FY 17.</p> <p>1.2: <u>Funding Sources:</u> Work/activities documented under this task should support carrying out the five core MPO functions and in a manner that is consistent with the metropolitan transportation planning (Tables attached) This task should also include producing quarterly and annual PL report.</p> <p>1.6: <u>Products:</u> Under work/activities, include producing and distributing quarterly and annual PL reports.</p> <p>*Include referenced MOU. This can be in the appendix.</p> | <p>Yes. Previous work description has been limited to only one year per previous review comments.</p> <p>This is currently done under 1.5 Contracts and Grants</p> <p>This is currently done under 1.5 Contracts and Grants</p> <p>Added to the Appendix.</p> |
| | Task 2: Public Involvement | |

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| | <p>2.1. Public Participation Plan: There is no discussion of the recently updated PPP.</p> <p>•Document community outreach/education activities associated with updating the current LRTP and accompanying documents.</p> <p>2.2: Environmental Justice/Title VI/Anti-Poverty Transportation Planning</p> <p>Previous work: A sentence states Environmental Justice Plan was completed in 2016. This plan is not documented/nor found on the MPO's website.</p> <p>In carrying out the MPO's core functions, special attention should be</p> | <p>The P.P. was listed as a discreet subtask in the FY 2016 UPWP, consistent with the approved Georgia UPWP template, since it was to be updated that year. Since the update is to be completed prior to FY 2017, this task, and hence discussion of past work was not included in the FY 2017 UPWP. As such, a comment will be added to 2.1 to include this information.</p> <p>Outreach activity for the MTP Modification for Expanded Area occurred in FY 2016. The appropriate place in the FY 2017 UPWP to document the activity would be under "Previous Work" section of Sub-element 4.11 Long Range Plan, as the scope for the project included outreach and that is where the activity was charged. (in contrast, Sub-element 2.1 pertains to ongoing, general outreach, such as committee orientations, information requests, web site maintenance.) More detail is now added to what was already said about the MTP Modification in Sub-element 4.11.</p> <p>The EJ plan will be complete and web posted before the FY 2017 UPWP takes effect July 1, 2016. Since administrative deadlines require that the UPWP be drafted up to 9 months ahead of the coming fiscal year, there will be instances where documents completed in FY 2016 are not yet completed at the time of the draft FY 2017 UPWP</p> <p>The MPO's Title VI program includes various plans</p> |
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| | <p>given to groups that are underrepresented in the transportation planning decision making process or have been underserved in terms of the expenditure of transportation dollars.</p> <ul style="list-style-type: none"> • Revise work/activities under this section to emphasize priority. • Revise this section to include transportation planning activities that consider low-income and minority households, older adults, and individuals with disabilities. <p>2.2 Title VI Plan: There is no discussion of the recently updated Title VI plan. Ensure the updated Title VI plan, LEP plan and Environmental Justice Plan is on the website.</p> | <p>and reports (Title VI Summary Report, Title VI/Non-discrimination Policy Statement, Complaint Process and form, EJ Report, LEP Plan and Participation Plan) that lay out the procedures to address the needs of underserved and/or underrepresented communities.</p> <p>This task supports the continued function of the Advisory Committee on Accessible Transportation, which represents the target groups mentioned.</p> <p>Since this was still a future activity and the time of the FY 2017 UPWP draft, it was not discussed as such. A discussion of these activities will be added. The finalized Title VI plan and reports will be posted to the MPO website for public access. Currently the draft reports are on the website for public review and comment.</p> |
| <p>Task 3: Data Collection</p> | | |
| | <p>The MPO is in the process of updating its LRTP. Revise this work element to document major planning activities that will be occurring in FY 17 in support of the MPO's LRTP update. Planning activities that should be occurring under this section should include:</p> <ul style="list-style-type: none"> • Monitoring existing conditions and comparing them against transportation performance goals. • Forecasting future population and employment growth, including assessing projected land uses in the region and identifying major corridors of growth or redevelopment. | <p>The MTP/LRTP update will be completed in FY 2016, so these are FY 2016 activities.</p> <p>Currently awaiting state performance targets. Will consider adding another work task specific to this once state targets are announced.</p> <p>This is routinely carried out in the early phases of an MTP update. The next MTP update must be completed in early FY 2020, so this task will likely occur 2-3 years prior.</p> |

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| | Revise this section to also include work/activities to identify location and makeup of Environmental Justice (EJ) communities throughout the study area. | The EJ communities have been identified during the EJ update process conducted in 2015 and 2016 based on the latest census information. No further identification of these communities is needed in 2017. |
| | Task 4: System Planning | |
| | <p>The MPO is in the process of updating its LRTP.</p> <ul style="list-style-type: none"> Revise this task and document major planning activities that will be occurring in FY 17 in support of the MPO's LRTP update. Use outline format similar to TIP for easier read Document work/activities completed in FY 16 and/or carried forward into FY 17 | <p>The MTP/LRTP update will be completed in FY 2016, so these appear to be FY 2016 activities.</p> <p>The TIP primarily uses large tables.</p> <p>Additional detail has been added to the "Previous Work" section, to document expected completion date of Addendum for MTP Modification during FY 2016.</p> |
| ALL | Tasks Objective/Purpose | |
| | Revise each task objective/purpose in the UPWP and document in specific details, the transportation planning priorities and/or issues the task is/will address in the MPO area; | Revised. |
| ALL | Previous Work | |
| | <p>For each task, document, in specific details, works completed for the previous fiscal year and include dates for each item of completion.</p> <p>Example: Previous Work: <i>*MOU revised, March 2, 2015</i> <i>*Minutes and reports required for the transportation planning process - ongoing</i> <i>*Annual Indirect Costs Allocation Plan – March, 2015</i></p> | Updated. |
| ALL | Activities | |
| | Document, in specific details, FY 2017 transportation planning | Updated. |

CORE MPO FY 2017 UPWP

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| | activities associated with each task. The MPO should reevaluate the activities listed in the tasks to ensure the amount allocated can be justified through the activities as well as the resulting product. | |
| ALL | Resulting Product(s) | |
| | <p>Each task should list resulting product(s). Revise each task and document resulting product(s).</p> <ul style="list-style-type: none"> a) A schedule of milestones or benchmarks to be used to measure progress; b) End product(s); and c) Estimated completion date(s). <p>Strongly recommend that the MPO bullet list their end results and completion date. This will allow the reader to actually see the completion dates of activities.</p> <p>Example: Previous Work: *MOU agreement update, March 2, 2016 *Minutes and reports required for the transportation planning process - ongoing * Annual Indirect Costs Allocation Plan – March, 2016</p> | <p>Anticipated completion dates are included in tabular form, both in individual task descriptions, and in a comprehensive table in the appendix in the format requested by GDOT.</p> <p>Anticipated completion dates are included in tabular form, both in individual task descriptions, and in a comprehensive table in the appendix in the format requested by GDOT. Please reference quarterly and annual performance reports for greater detail.</p> |
| Please NOTE | Approval Status | |
| | The Federal Highway Administration approves the UPWP [23 C.F.R. 420.115(a)]. UPWPs include tasks funded by the Federal Transit Administration; FHWA approves the UPWP on behalf of FTA. In order for FHWA to approve the UPWP prior to the beginning of the state fiscal year on July 1, it is critical that they have adequate time to review it. | Draft FY 2017 UPWP submitted for FHWA review October 14, 2015 prior to distribution to MPO committees as requested by FHWA to ensure adequate review time. |

Table 1

***Five Core Functions**

1. **Establish a setting for effective decision-making:** Establish and manage a fair and impartial setting for effective regional decision-making on transportation issues in a manner that is consistent with the Metropolitan Planning and Programming requirements outlined in 23 CFR 450 and the Administration of FHWA Planning and Research Funds requirements outlined in 23 CFR 420;
2. **Identify and evaluate alternative transportation improvement options:** The MPO uses data and planning methods to generate and evaluate alternatives in a manner that is consistent with the Metropolitan Planning and Programming requirements outlined in 23 CFR 450 and the Administration of FHWA Planning and Research Funds requirements outlined in 23 CFR 420. Planning studies and evaluations are to be included in the UPWP;
3. **Prepare and maintain a Metropolitan Transportation Plan (MTP):** Consistent with the Metropolitan Planning and Programming requirements outlined in 23 CFR 450 and the Administration of FHWA Planning and Research Funds requirements outlined in 23 CFR 420, the MPO develops and updates a long-range transportation plan for the metropolitan area that fosters (1) mobility and access for people and goods, (2) efficient system performance and preservation, and (3) good quality of life;
4. **Develop a Transportation Improvement Program (TIP):** The MPO develops a short-range (four-year) program of transportation improvements based on the long-range transportation plan in a manner that is consistent with the Metropolitan Planning and Programming requirements outlined in 23 CFR 450 and the Administration of FHWA Planning and Research Funds requirements outlined in 23 CFR 420;
5. **Involve the public:** The MPO involves the general public and other affected constituencies in the four essential functions listed above in a manner that is consistent with the Metropolitan Planning and Programming requirements outlined in 23 CFR 450 and the Administration of FHWA Planning and Research Funds requirements outlined in 23 CFR 420.
6. ***Keep in mind that the Macon MPO is nonattainment,** so Air Quality planning is also a core function of this MPO.

**These five core functions will be revised to include Performance-Based Planning and Programming once final guidance for MAP-21 is available.*

Table 2

In consideration of MAP-21 Performance-Based Planning and Programming, the six core functions of the MPO include:

1. **Establish a setting for effective decisionmaking:** Establish and manage a fair and impartial setting for effective regional decisionmaking in the metropolitan area.
2. **Identify and evaluate transportation improvement options:** Develop transportation improvement options and use data and planning methods to evaluate whether those options support criteria and system performance targets. Planning studies and evaluations are included in the Unified Planning Work Program (UPWP).
3. **Prepare and maintain a Metropolitan Transportation Plan:** Develop and update an LRTP for the metropolitan area covering a planning horizon of at least 20 years. MPOs prepare LRTPs using performance measures and targets. These are the planning factors that MPOs and departments of transportation consider to guide their planning processes:
 - Support the **economic vitality** of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency.
 - Increase the **safety** of the transportation system for motorized and nonmotorized users.
 - Increase the **security** of the transportation system for motorized and nonmotorized users.
 - Increase **accessibility and mobility** for people and freight.
 - Protect and enhance the **environment**.
 - Promote **energy conservation**.
 - Improve **quality of life** for the community.
 - Promote consistency between transportation improvements and planned State and local **growth and economic development** patterns.
 - Enhance the **integration and connectivity** of the transportation system for all modes.
 - Promote efficient **system management and operation**.
 - Emphasize the **preservation of the existing transportation system**.
4. **Develop a Transportation Improvement Program (TIP):** Develop a short-range, four-year program of priority transportation improvements drawn from the long-range transportation plan. The MPO creates the TIP with spending, regulating, operating, management, and financial tools. The TIP represents immediate priority actions to achieve the area's goals and associated system performance targets.
5. **Identify performance measure targets and monitor whether implemented projects are achieving targets:** MPOs coordinate with State and public transportation operators to establish performance targets that address performance measures, as set forth in Federal law, related to surface transportation and public transportation. MPOs prepare plans that include performance targets

addressing performance measures and standards. When updating the plan, MPOs also prepare a System Performance Report that tracks progress in meeting performance targets. In addition to federally required performance measures, MPOs may identify additional, locally significant performance indicators that support decisionmaking.

6. **Involve the public:** Involve the general public and other affected constituencies related to the essential decisionmaking elements listed above.
7. ***Keep in mind that the Macon MPO is nonattainment,** so Air Quality planning is also a core function of this MPO.

Appendix G

GDOT Review Comments on October 14, 2015 Draft with MPO Response

From: Little, Aries [mailto:arlittle@dot.ga.gov]
Sent: Thursday, November 5, 2015 11:05 AM
To: Mark Wilkes; Tamara.Christion@dot.gov
Cc: Tom Thomson; Wykoda Wang; Stephanie Rossi; Jane Love; Jessica Hagan; Melony West; andrew.edwards@dot.gov
Subject: RE: CORE MPO Draft FY 2017 UPWP for Pre-Distribution Review

Good Afternoon,

In the above attachment, you will find GDOT's follow-up comments. Please feel free to contact me if you have any concerns.

Thank you and have a wonderful day.

From: Mark Wilkes [mailto:wilkesm@thempc.org]
Sent: Monday, November 02, 2015 11:17 AM
To: Tamara.Christion@dot.gov; Little, Aries
Cc: Tom Thomson; Wykoda Wang; Stephanie Rossi; Jane Love; Jessica Hagan; Melony West; andrew.edwards@dot.gov
Subject: RE: CORE MPO Draft FY 2017 UPWP for Pre-Distribution Review

Tamara:

We will review and respond to the detailed comments as requested, but I'm a little concerned about your last comment. I'm not aware of any inappropriate responses in past reviews, but if you could give me an example, I'll make sure that we address it going forward.

On a related note, has a new MPO template been developed? Andy mentioned at the summer GAMPO meeting that one would be distributed.

Mark Wilkes, P.E., AICP
Director of Transportation
Coastal Region MPO
PO Box 8246, 110 East State Street
Savannah, GA 31412-8246

(912) 651-1477
wilkesm@thempc.org
<http://www.corempo.org>

From: Tamara.Christion@dot.gov [mailto:Tamara.Christion@dot.gov]
Sent: Thursday, October 29, 2015 3:16 PM
To: Mark Wilkes; arlittle@dot.ga.gov
Cc: Tom Thomson; Wykoda Wang; Stephanie Rossi; Jane Love; Jessica Hagan; Melony West; andrew.edwards@dot.gov
Subject: RE: CORE MPO Draft FY 2017 UPWP for Pre-Distribution Review
Importance: High

Good Afternoon;

CORE MPO FY 2017 UPWP

FHWA completed its review of the CORE MPO's draft FY 17 UPWP. In addition to the more detailed comments in the attached Comment Form, here are some general comments:

- The MPO is in the process of updating its LRTP, so FHWA would like to see a stronger focus on this update throughout the UPWP
- Consider using bullet format as you lists Previous Work, Activities, and Resulting Products (with dates to demonstrate completion). This will provide for an easier read instead of the paragraph format.
- PEAs summary should correspond with activities outlined under related tasks
- Planning factors summary/Matrix should correspond with activities outlined under related tasks

The Fiscal Year 2017 UPWP is mirror image of the FY 2016 document. Regulations calls for the document to demonstrate a continuous process as required by the metropolitan transportation planning process. The document does not highlight completed work from FY 16 in most sections.

FHWA is asking the MPO to demonstrate how the MPO staff addressed FHWA's comments in the provided Comment Form before final adoption and approval of the FY 17 UPWP.

Also, in order to continue a working relationship and provide the technical guidance to the MPO, FHWA ask that the staff refrain from defensive responses. As always, please do not hesitate to contact me if you have questions or needs clarification on the provided comments.

Thanks.
Best Regards,

Tamara N. Christion
Transportation Planner
FHWA-Georgia Division
404-562-3690

From: Mark Wilkes [<mailto:wilkesm@thempc.org>]
Sent: Wednesday, October 14, 2015 3:41 PM
To: Little, Aries; Christion, Tamara (FHWA)
Cc: Tom Thomson; Wykoda Wang; Stephanie Rossi; Jane Love; Jessica Hagan; Melony West; Mark Wilkes
Subject: CORE MPO Draft FY 2017 UPWP for Pre-Distribution Review

Attached is a very preliminary draft of the FY 2017 UPWP for your review and comment. Comments will be addressed in a revised draft for distribution to the MPO Board, advisory committees and contacts in November.

Mark Wilkes, P.E., AICP
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wilkesm@thempc.org
<http://www.corempo.org>

Traffic fatalities are on the rise since the beginning of 2015 and Georgia could see the first increase in nine years! Many of these fatalities are the result of distracted driving. DriveAlert ArriveAlive implores motorists to drive responsibly. 1—buckle up; 2—stay off the phone/no texting; and 3—drive alert. Visit www.dot.ga.gov/DS/SafetyOperation/DAAA. #ArriveAliveGA

Thank you for providing a draft copy of the FY 17 UPWP. Below, you will find Planning’s concerns regarding the FY 17 UPWP. There are some items we will discuss in further detail during our phone conference on Monday so please feel free to ask for any further clarification at that time.

- Based on CFR 450.308, the UPWP should include the following information:
 - ⇒ An outline of major work activities instead of project description summary because CORE is a TMA and activities that address the 8 planning factors;
 - ⇒ Indicate who is completing the task (i.e. if the MPO and/or Consultants will complete the task and the roles for each party should be defined);
 - ⇒ A schedule for completing the work (i.e. the schedule we discussed in July 2015 which has an expected completion date); and
 - ⇒ A summary of the total amounts and sources of Federal and matching funds. (Since the strategic study M230 funds may have been illustrated in a previous year, staff should still note the M230 funds and indicate what fiscal year they were initiated).

Note: these 4 referenced points should be applied to all sub-element tasks.

| Page # | GDOT’s Comments | CORE Staff Responses |
|--------|--|---|
| i. | The Overview of the MPO Planning Process should include details about the MPO being characterized as a TMA and discuss the PC and subcommittees and their roles. | Done. |
| i. | The UPWP documents a public involvement process which is not outlined in the current PP or the draft recently submitted for review. Please be sure to include this process in the PP that is anticipated to be adopted in December 2015. Please confirm when the 4 public meeting will take place. Note: The website is documented as a site where people can access planning documents during the public involvement process. | <p>This comment appears to refer to an older draft of the Participation Plan. The draft of the PP that was provided on November 23 for the December MPO meetings package summarizes a process consistent with what the draft FY 2017 UPWP says about participation in UPWP development.</p> <p>Due to the large number of comments, it is expected that the public meetings will now coincide with the regularly scheduled February CORE MPO Board and advisory committee meetings.</p> |
| v. | Font and spelling errors | None noted. |
| n/a | Based on the schedule discussed in July 2015, the MPO did not provide a schedule for the CMP although the CMP was identified in the FY 16 UPWP. Please confirm if the MPO | It is expected that an update of the CMP (CMP Phase 4) will be initiated and completed in FY 2016. While the CMP is a requirement of TMAs, the federal planning regulations do not stipulate a specific schedule for |

CORE MPO FY 2017 UPWP

| | | |
|------|---|--|
| | will begin and complete the CMP in FY 16. If not, the MPO should include the development of the CMP in the FY 17 UPWP. The CMP is a requirement for TMAs. | development or updates to the CMP. |
| 1-28 | <ul style="list-style-type: none"> • Previous work descriptions should only include the work that was completed during the previous fiscal year. • Although some activities might be annual, staff should thoroughly evaluate their anticipated work and products for the fiscal year. This document does not deviate any from FY 16 or 15. | <p>Revised.</p> <p>Ongoing tasks are reflected as such. Periodic task schedules have been updated.</p> |
| 1 | <p>Sub-element 1.1 Program Coordination</p> <ul style="list-style-type: none"> ▪ Under the work description, it is stated "Prepare for and attend annual and semi-annual meetings of Associations of Metropolitan Planning Organizations (AMPO), AMPO Policy Committee, AMPO..." ⇒ How does this statement relate back to the objective? | Additional explanation provided. |
| 6 | <p>Sub-Element 1.4 Equipment and Supplies</p> <ul style="list-style-type: none"> ▪ There will not be any carryover for FY 17. The MPO will have to apply for additional funds which approvals will be based on the PL committee's review. (this information has been communicated to the MPOs) ▪ If the MPO foresee any need to purchase equipment, then these expenses should be incorporated into the task and revise the budget accordingly. As a friendly reminder, purchases \$5,000 or greater must be approved by FHWA. | <p>This was a topic discussed through GAMPO outside of the UPWP process. No carryover funds are included in the Draft FY 2017 UPWP.</p> <p>It is anticipated that this activity will be carried out with local funds only.</p> |
| 8 | <p>Sub-Element 1.6 Unified Planning Work Program</p> <ul style="list-style-type: none"> ▪ Ensure that the appropriate fiscal years are noted | Done. |

| | | |
|-----------|--|---|
| <p>9</p> | <p>Sub-Element 2.1 Community Outreach and Education</p> <ul style="list-style-type: none"> ▪ In the draft PP, one of the concerns expressed by GDOT is to document the assessments of the public outreach completed by the MPO's staff which should be an activity incorporated into the project description. Plus, the assessment of any public outreach efforts held during FY 16 should be noted. ▪ Previous Work section does not discuss the adoption of the PP which is scheduled for December 2015. ▪ Referencing footnote #4, no document should be adopted with substantial comments pending. | <p>In the draft FY 2017 UPWP, the Project Description of this sub-element includes "Conduct any periodic assessments of the CORE MPO Participation Process as prescribed by the CORE MPO PP." Regarding FY 2016, no participation assessments were conducted, as was also explained in our October and November responses on the draft PP.</p> <p>The Participation Plan was update was not carried out under this task. It was done under task 2.3 using FTA funds. A cross reference will be footnoted Statement has been reworded for clarity (now footnote 19).</p> |
| <p>11</p> | <p>Sub-Element 2.2 Environmental Justice/Title VI/Anti-Poverty Transportation Planning</p> <ul style="list-style-type: none"> ▪ Please ensure the most current Title VI/LEP/Environmental Justice information is noted under the previous work. ▪ Under the project description, it is stated that "MPC staff will identify and involve traditionally underserved communities..." Will any reports be produced due to the evaluations of the LRTP, TIP, and other programs as described under the task's work description? | <p>Done,</p> <p>Any plan specific reports would be incorporated into the documentation of the respective planning study documentation. Please see Product list for more details</p> |
| <p>18</p> | <p>Sub-Element 4.5 Road Diet Feasibility Study</p> <ul style="list-style-type: none"> ▪ The study was originally in contract 0010562 and move to 0008607. ▪ Staff should describe the work activities they are responsible for as well as the consultants. ▪ The study contract and PI number should be referenced. ▪ Indicate the fiscal year the strategic study was | <p>Consultants will conduct the study. CORE MPO staff will supervise the work. See Footnote. See footnote</p> |

CORE MPO FY 2017 UPWP

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| | <p>authorized and the percent of completion.</p> <ul style="list-style-type: none"> ▪ Since this contract has a designated deadline December 31, 2016, this should be referenced as the target end date. | <p>Done.</p> |
| 20 | <p><i>Sub-Element 4.6 Model Development and Application</i></p> <ul style="list-style-type: none"> ▪ Based on the MPT update and the need to update the CMP, has the MPO assessed how these two activities will impact the work activities for this task? | <p>Planned model improvements will be designed to support analytical needs of performance based planning. Understanding of state targets will inform the detailed scope of the model improvement task when they become available.</p> <p>The CMP is addressed under a separate task according to the approved Georgia/FHWA UPWP template. Once CMP Phase 3 Traffic Management Center is complete, it is expected that CMP Phase 4 will include a reassessment of area congestion using big data as a surrogate for the field data collected in 2003. CMP Phase 4 will allow the CORE MPO to assess the cumulative effectiveness of congestion management strategies undertaken since the initial CMS by allowing before and after comparisons of congestion.</p> |
| 28 | <p><i>Sub-Element 4.13 Strategic Transportation Studies</i></p> <ul style="list-style-type: none"> ▪ Will discuss in detail during the phone conference | <p>Table added.</p> |

Appendix H

GDOT Comments on CORE MPO Responses to GDOT Review Comments on October 14, 2015 Draft

Thank you for providing a draft copy of the FY 17 UPWP. Below, you will find Planning's concerns regarding the FY 17 UPWP. There are some items we will discuss in further detail during our phone conference on Monday so please feel free to ask for any further clarification at that time.

- Based on CFR 450.308, the UPWP should include the following information:
 - ⇒ An outline of major work activities instead of project description summary because CORE is a TMA and activities that address the 8 planning factors;
 - ⇒ Indicate who is completing the task (i.e. if the MPO and/or Consultants will complete the task and the roles for each party should be defined);
 - ⇒ A schedule for completing the work (i.e. the schedule we discussed in July 2015 which has an expected completion date); and
 - ⇒ A summary of the total amounts and sources of Federal and matching funds. (Since the strategic study M230 funds may have been illustrated in a previous year, staff should still note the M230 funds and indicate what fiscal year they were initiated).

Note: these 4 referenced points should be applied to all sub-element tasks.

| Page # | GDOT's Comments | CORE Staff Responses |
|--------|--|--|
| i. | The Overview of the MPO Planning Process should include details about the MPO being characterized as a TMA and discuss the PC and subcommittees and their roles. | Done. |
| i. | The UPWP documents a public involvement process which is not outlined in the current PP or the draft recently submitted for review. Please be sure to include this process in the PP that is anticipated to be adopted in December 2015. Please confirm when the 4 public meeting will take place. Note: The website is documented as a site where people can access planning documents during the public involvement process. | This comment appears to refer to an older draft of the Participation Plan. The draft of the PP that was provided on November 23 for the December MPO meetings package summarizes a process consistent with what the draft FY 2017 UPWP says about participation in UPWP development. Due to the large number of comments, it is expected that the public meetings will now coincide with the regularly scheduled February CORE MPO Board and advisory committee meetings. |
| v. | Font and spelling errors | None noted. |
| n/a | Based on the schedule discussed in July 2015, the MPO did not provide a schedule for the CMP although the CMP was identified in the FY 16 UPWP. Please confirm if the MPO | It is expected that an update of the CMP (CMP Phase 4) will be initiated and completed in FY 2016. While the CMP is a requirement of TMAs, the federal planning regulations do not stipulate a specific schedule for |

See comments below

See comment below

On page ii, staff noted a public involvement process for the UPWP, please note the draft PP is not an official plan until it is adopted. FHWA and Planning will only use adopted plans as a reference source. The PP was adopted by the CORE MPO in March 2016, so this comment is now a moot point.

At the end of the 2013 Certification, FHWA concluded the MPO needed to update the CMP which is currently outdated. The 2040 MTP update was already well underway at the time that this recommendation was made by FHWA in 2013. To be responsive to the FHWA comment, CORE MPO scheduled the CMP update to begin in FY 2016 UPWP. The PL Funds Review Committee has awarded additional funding to complete the CMP update in FY 2017.

In FY 16, the MPO updated several planning documents which required public outreach. These outreach efforts should be noted as completed tasks. Normally, each planning document is completed under a separate task, and public outreach efforts are conducted under the task in question, while the Community Outreach task is for targeted activities such as staff support to the CAC. Will add a reference to the completed documents' outreach components under 2.1.

Although the PP was completed using FTA funds (sub-element 2.3 of the FY 16 UPWP), staff will need to provide a reference to indicate this task was completed under the appropriate sub-element. As discussed, a zero dollar work task was added to the 2017 UPWP to reflect no work in 2017 but to note the completion of the PP update in 2016

| | | |
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| 9 | <p><i>Sub-Element Z.1 Community Outreach and Education</i></p> <ul style="list-style-type: none"> In the draft PP, one of the concerns expressed by GDOT is to document the assessments of the public outreach completed by the MPO's staff which should be an activity incorporated into the project description. Plus, the assessment of any public outreach efforts held during FY 16 should be noted. Previous Work section does not discuss the adoption of the PP which is scheduled for December 2015. Referencing footnote 114, no document should be adopted with substantial comments pending. | <p>In the draft FY 2017 UPWP, the Project Description of this sub-element includes "Conduct any periodic assessments of the CORE MPO Participation Process as prescribed by the CORE MPO PP." Regarding FY 2016, no participation assessments were conducted, as was also explained in our October and November responses on the draft PP.</p> <p>The Participation Plan update was not carried out under this task. It was done under task 2.3 using FTA funds. A cross reference will be footnoted.</p> <p>Statement has been reworded for clarity (now footnote 9). See comment below</p> |
| 11 | <p><i>Sub-Element Z.2 Environmental Justice/Title VI/Anti-Poverty Transportation Planning</i></p> <ul style="list-style-type: none"> Please ensure the most current Title VI/LEP/Environmental Justice information is noted under the previous work. Under the project description, it is stated that "MPC staff will identify and involve traditionally underserved communities." Will any reports be produced due to the evaluations of the LRTP, TIP, and other programs as described under the task's work description? | <p>Done.</p> <p>Any plan specific reports would be incorporated into the documentation of the respective planning study documentation. Please see Product list for more details</p> |
| 18 | <p><i>Sub-Element 4.5 Road Diet Feasibility Study</i></p> <ul style="list-style-type: none"> The study was originally in contract 0010562 and move to 0008607 Staff should describe the work activities they are responsible for as well as the consultants. The study contract and PI number should be referenced. Indicate the fiscal year the strategic study was | <p>Consultants will conduct the study. CORE MPO staff will supervise the work.</p> <p>See Footnote.</p> <p>See footnote</p> |

See comment above

See comments above

below

See comments below

See comment below

Clarify how footnote #19 addresses footnote #4 in the first draft. The revised text clarifies that only minor corrections which do not affect the substance of the plan would be carried out after adoption.

Planning has requested for staff to describe the work activities the consultants and staff will complete such that future reimbursement requests will not be delayed due to vague work activity descriptions. More detail added.

Update to include the % completion. Project financial summaries updated to reflect % complete as of the end of 2nd quarter FY 2016 as discussed with GDOT staff during telephone conference.

| | | |
|----|--|--|
| | <p>authorized and the percent of completion.</p> <ul style="list-style-type: none"> Since this contract has a designated deadline December 31, 2016, this should be referenced as the target end date. | Done. |
| 20 | <p>Sub-Element 4.6 Model Development and Application</p> <ul style="list-style-type: none"> Based on the MPT update and the need to update the CMP, has the MPO assessed how these two activities will impact the work activities for this task? | <p>Planned model improvements will be designed to support analytical needs of performance based planning. Understanding of state targets will inform the detailed scope of the model improvement task when they become available.</p> <p>The CMP is addressed under a separate task according to the approved Georgia/FHWA UPWP template. Once CMP Phase 3 Traffic Management Center is complete, it is expected that CMP Phase 4 will include a reassessment of area congestion using big data as a surrogate for the field data collected in 2003. CMP Phase 4 will allow the CORE MPO to assess the cumulative effectiveness of congestion management strategies undertaken since the initial CMS by allowing before and after comparisons of congestion.</p> |
| 28 | <p>Sub-Element 4.13 Strategic Transportation Studies</p> <ul style="list-style-type: none"> Will discuss in detail during the phone conference | Table added. |

See comments below

See comment below

It is confusing and missing leading when staff refer to the CMP as Phase, 2, 3... etc. The CMP has not been referred as phases, please ensure to remain consistent with the names of studies when making references. Since the CMP is a required plan, staff should create a separate sub-element page for the task. CMP will continue to be a separate task. Since it has been awarded funding by the PL funds review committee in FY 2017, it will be added as a separate task as it was in 2016.

The Appendix D table is missing details. Staff should coordinate with Planning to create a detailed table. As drafted, the table included all details requested by GDOT when the format was provided to CORE MPO by GDOT. Subsequently, GDOT staff decided that they would like additional information to be included and characterized this as "missing" even though it had not been requested (see initial email request which has been added to Appendix D). The newly requested information in the second round of comments has now been added.

Mark Wilkes

From: Little, Aries [arlittle@dot.ga.gov]
Sent: Tuesday, November 10, 2015 7:33 AM
To: Mark Wilkes
Cc: Tom Thomson; Wykoda Wang; Jane Love; Harris, Krystal; McQueen, Thomas
Subject: UPWP

Good Morning,

Per our discussion on yesterday, I have provided an example of the budget table which could be placed in the appendices. This is only an example and staff can develop their own matrices to describe current and pending studies.

| Previously Authorized | | | | |
|---|------------|-----------------|---|----------------|
| Study Name | PI | Year Authorized | Study Budget (If the budget is revised after the adoption of the UPWP, the budget changes can be reflected in the next UPWP update.) | Status |
| Greater Downtown Savannah Parking and Mobility Study and Strategic Plan | PI 0010562 | 2014 | Total: \$260,000.00 Federal: \$208,000 Local: \$52,000 | In Progress |
| L RTP Modifications for MPO Boundary Expansion | 0010562 | 2014 | Total: \$60,000.00 Federal: \$48,000.00 Local: \$12,000.00 | In progress |
| Regional Freight Phase I | 0008607 | 2012 | Total: \$29,998.68 Federal: \$23,998.95 Local: \$29,988.20 | Completed 2015 |
| Current Pending Contracts | | | | |
| Airport Area Mobility Study | Pending | Pending | Total: \$50,000 Federal: \$40,000.00 Local: \$10,000.00 (\$ used as an example) | Pending Auth |

Aries Little
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Atlanta, GA 30308
O:404-631-1795

Appendix I

FHWA Review Comments on February 25th Second Draft with MPO Responses

Mark Wilkes

From: Tamara.Christion@dot.gov
Sent: Monday, March 7, 2016 1:33 PM
To: Mark Wilkes
Cc: arlittle@dot.ga.gov; andrew.edwards@dot.gov
Subject: CORE Revised 2017 UPWP Draft Comments from FHWA

Importance: High

Core MPO

Upon reviewing your revised UPWP, the following comments has not been addressed, and will need to be addressed satisfactorily prior to FHWA approval (23 CFR 420 Subpart A):

- Include a MPO Boundary Map **MPO Response:** An MPO boundary map was included in the March 24th (second) draft in Appendix G. A second copy has been added to page i for more emphasis. **Additional Comments:**
- Revise the Table of Contents Numbering **MPO Response:** Numbering appears to have been correct, but the addition of tasks described later in these comments will add pages, thus necessitating adjustments in the Table of Contents, including page numbers. Will update page numbers for entire document to account for added materials.
- Include an Acronym page **MPO Response:** A Transportation Glossary, including common transportation acronyms and more was added as Appendix K.
- The MPO should include a separate section for studies that have completed, underway or anticipated within the next year or so. This could also be done in a matrix for easy reference. Also, if a study has different phases, the prior phases should be documented in the previous work as complete. **MPO Response:** The matrix in Appendix D, added this year at the request of GDOT, appears to already include this information. The format of this matrix was specified by GDOT. In the second round of GDOT comments, GDOT directed that the format of this table be changed to include funds remaining and percent complete in addition to the already included fields of Study Name, PI#, Year Authorized, Study Budget, target start date and target end date. If another format is desired, or additional information necessary, please advise as to format and material content desired.
- MAP21 is now FAST Act. The FAST Act was adopted on December 4, 2015 (www.fhwa.dot.gov/fastact/) Prior to the 2nd draft, the CORE MPO should have revised their document to include the requirements/changes of the FAST Act. **MPO Response:** References to MAP-21 have been changed to FAST Act.
- Table of Contents: Under Section 3. Data Collection add the following
 - Task 3.1 SocioEconomic Data **MPO Response:** This appears to be a request to add a new subtask to the overall work program. It was been added as an illustrative project for funding consideration by the PL Funds Review Committee, in the draft adopted by CORE MPO on March 9, 2016. Being that the committee elected to fund this task, an amendment to the adopted 2017 UPWP is being pursued in April 2016 to move this task from the illustrative section of the 2017 UPWP to the funded section.
 - Task3.2: Traffic Impact Analysis/Land Use Monitoring (this will be consistent with the chart on page iv), also add it to the title on page 13. **MPO Response:** Done.

CORE MPO FY 2017 UPWP

- FY 2017 Planning Priorities:
 - The draft FY 2017 UPWP has not listed actual activities documenting the MPO's priorities. Keep in mind one of the purpose of the UPWP is to implement programs, policies, and/or strategies identified in the LRTP as well as identifying and documenting in specific details activities/tasks leading to developing the next LRTP. The MPO's 2017 Priorities summaries on page iii and under related work elements for FY 17 must be documented in a consistent manner throughout the Work Program. The provided summary for the MPO's 2017 Priorities on page iii is vague, and should be revised to include:
 1. A summary/discussion of how the MPO arrived at these priorities. In doing so, keep in mind that each MPO, in cooperation with the State(s) and public transportation operator(s), shall develop a UPWP that includes a discussion of the planning priorities facing the MPA. **MPO Response:** While the list of priorities provided in the March 24 draft was concise, it did not explain the thought process behind the progression of planning priorities from 2016 to 2017. A concise reason has been added for each planning priority to explain why the MPO is carrying out the planning priority in question.
 2. The identified planning related activities under work elements should be consistent with the provided summary. Revise accordingly. **The tables of transportation planning related activities of other agencies were added to meet the requirements of previous surface transportation legislation to document planning work being carried out in the area by other entities. Being that these activities are carried out outside the MPO program, they will be different from the activities that the MPO is doing.**
 3. These priorities should tie into the MPO's goals as well as those for FAST Act and the eleven planning factors because, in the current state, they are not connected. Revise accordingly. **The work being carried out and the products produced are the ultimate manifestation of efforts to achieve the MPO goals as well as the FAST Act planning factors. Additional verbiage has been added throughout the document to explain the connection between each priority work task and the stated MPO goals and planning factors.**
- Page v: Under the PEAs section: the title for MAP21 Implementation should include Transitioning to PBPP **This phrase was already included in the subtitle. It has been added to the main title as well for emphasis.**
- Planning Emphasis Areas: Document in specific details, planning activities that are occurring and will occur within the MPO boundary to address each planning emphasis areas, which include specific activities focusing on transitioning to performancebased planning and programming and access to essential service. For example, GA MPO with acceptable documentation for the FY 15 – 17 PEAs include the Augusta MPO's FY 16 UPWP, pages 9 and 10 addressed all three PEAs; **This has been added to the document under the listing of the current PEAs.**

Revised the draft UPWP to incorporate the explanations from the Comment Form under the MPO's designated work elements. **Done.**

Appendix J

GDOT Review Comments on February 25th Second Draft with MPO Responses

| <i>ImPage</i> | <i>GDOT Comments</i> | <i>MPO Responses</i> |
|---------------|---|---|
| | The grammar and font inconsistencies throughout the document should be corrected. | Please provide specific details on any errors noted, and note that the appendices will have different fonts due to the source material. This table is an example of a font inconsistency once incorporated into the final document. The main body of the document is Opus font consistently. We can provide a copy of the Windows font files if your computer is having difficulty rendering. |
| | In the UPWP, there are several references to MAP-21. Update the UPWP to reference FAST Act and ensure the narrative is reflective of FAST Act. Note: MAP-21 is referenced throughout the UPWP. | MAP-21 rulemaking and implementation activities are still ongoing. FAST Act, which was passed after this document was initially drafted has been added |
| | Each sub-element that has a consultant services disclaimer. Staff should evaluate the work activities and project timeline to determine if consultant services are needed and document appropriately. For work activities/contracts that have consultant services, such as the M230 studies, staff should indicate that consultant services are used. | Done. |
| ii. | Update to reference <i>Bylaws</i> which references the organization and responsibilities of each committee. | Added. |
| | No changes in PEAs | Yes. That is correct. |
| iv | The FAST Act has 11 Planning Factors; please include these to the listed 8. <ul style="list-style-type: none"> - Improving transportation system resiliency and reliability - Reducing (or mitigating) the storm water impacts of the surface transportation; and - Enhancing travel and Tourism | Added. These were enacted after the 2017 UPWP was drafted, and implementation schedules and guidance are/were not yet available. |
| | Add new planning factors to the table | See above. |
| | Footnote #2: Please note that not updating the UPWP to incorporate FAST Act can jeopardize PL funds | Footnote 2 states that CORE MPO will proactively work to meet FAST Act implementation requirements. The intent is to implement FAST Act requirements as quickly as possible. |
| v | The FY 2015-2016 PEAs are the same for FY 17. Update the page to reflect current fiscal year. | This appears to be a repeat of previous comment above. Was advised by FHWA staff that PEAs have not changed since 2016 or 2015. Referenced year changed. Please provide appropriate correspondence establishing the 2017 PEAs, if available. |
| vi | Page number missing | Good catch! While we strive for perfection, mistakes and format errors can happen in Microsoft Word documents. Minor details such as scrivener's errors are commonly addressed after adoption with updated copies provided to the usual recipients. Page numbers have been adjusted, and may continue to change while pages are added to the document. Please continue to bring these matters to our attention. |
| | Update the fiscal years and table to reflect current dates and | While there is no table on this page, the fiscal |

CORE MPO FY 2017 UPWP

| | | |
|----|---|---|
| | planning factors. | years will be updated where PEAs are referenced., |
| | According to the Bylaws, elections will be held at the end of every calendar year. Confirm when or if elections were held at the end of 2015. | Please consult MPO Board and Committee minutes for details of elections, etc. This is an administrative function of the CORE MPO advisory committees (not the MPO Board) and not an interagency coordination function of staff as this task is currently defined. Normally, if elections are postponed it is due to an extremity of some sort such as the lack of a quorum or some decision of the nominating committee or chairman. If and when elections are postponed, the standing officers generally continue in their roles until elections can be held. The advisory committees continue to function normally in the interim with no disruption in their object or function. |
| | Since the MPO has updated the MPA Boundaries and the 2040 MTP, confirm if the referenced activity is necessary. County, Bryan County and other government jurisdiction consultation with representatives of Chatham, Bryan and organizations and individuals as required by the reapportionment of the Metropolitan Planning Area (MPA) to include appropriate three counties. Prepare for and attend transportation rel | Since plan modifications were completed in March 2016 (six months after the draft UPWP) this phrase can now be deleted. Note that the plan update was completed early. |
| | Footnote 3: Staff should document the purpose, selection process, and function of ad hoc committees when they are formed. | This is a future activity. |
| | Footnote 4: There are now 11 planning factors. Reassess each sub-element to determine if the additional Planning Factors corresponds with the sub-element and update as appropriate. (see pages 2,3,5,6,7,8,11,12,13,15,16,17,19,23,25,&27 to determine if the referenced footnotes should be updated to reference the additional planning factors.) | Done. |
| 2 | Planning products should be listed and not noted as etc. | Etc. indicates that similar documents to those listed may be produced because it is not possible to predict every type of document which might need to be written in the coming year. Wording here has been changed for greater specificity. |
| 7 | It would be a good idea to add the procurement process for contracts as an activity under the Work Description. | Added. |
| 19 | Include study under 4.13 per phone conference regarding M230 studies | Task 4.5 was used for consistency and continuity with prior years, and to provide greater clarity and transparency. Please confirm that you want to |
| | Footnote 30: This study already exist under PI 0008608 SA #2. Update footnote. | PI 0008608 was closed out last year. The study is in 0008607 as originally stated. |
| | Confirm what the PL funds will be used for. | PL funds will be used for staff activities and consultant selection and oversight. See task description. |
| 21 | This study appears in the March 2016 TIP Amendments as a M230 study; therefore, the study should be documented under 4.13, since it is an M230 study. | This is a PL funded study.. |
| | Footnote 32: Please be mindful during the PBPP workshop, it was recommended that the MPOs begin to look at targets even though there are not established targets at the Federal and State levels. | We are, indeed, mindful. It was, however, further stated by staff present that the MPO targets must jibe with the state targets, which have yet to be communicated to the MPOs. Please advise as to what direction GDOT is taking with target setting |

CORE MPO FY 2017 UPWP

| | | |
|----|--|---|
| | | and when the MPO can expect some information on state targets. While we can look at possible targets now, we could do this more efficiently if we knew what the overarching state targets might be. |
| 22 | Confirm what the PL funds will be used for. | PL funds will be used for staff activities. See task description. |
| 23 | Since the Freight Plan is complete, staff should evaluate the plan for any prescribed activities and list the activities staff would complete in FY 17. | This is in progress and will be updated at a later date. |
| 29 | Confirm if the following studies should be noted under 4.13 as new contracts: CAT Street Car Study, Performance Based Planning Implementation, and Surface Transportation Act and FHWA/FTA Rules Compliance should be reference. If so, update to reference the studies. | These studies are referenced and will be new contracts |
| | If there is a study that was initiated previously and will continue in FY 17, please list those studies. | This was already done to the extent known at the time of writing and is current in the revised draft. |
| | Studies that were completed should be referenced under <i>Previous Work</i> . | This was already done, even though some predictions had to be made in order to reflect the anticipated states of completion as of the onset of FY 2017. |
| | Since these are M230 studies which will be completed by consultants, please reference consultants will complete the referenced studies. Staff should also detail their contribution to the completion of the study. | Staff activities, at a minimum, will include project oversight, consultant selection, and review of deliverables. Task responsibilities have been updated and made more specific. |
| | If completed studies were identified as having follow-up activities, confirm if the follow-up activities will be completed as a study. If not, then these activities should be documented under the appropriate sub-element. | Is sounds as if by studies you mean consultant studies. If consultant studies are anticipated, they will be explicitly denoted as such. Please clarify if the intent is to exclude staff time from task 4.13, as this would require staff to manage the 4.13 studies from under another task, which seems confusing. Staff has attempted to follow the convention we discussed on the phone whereby non federally required studies are included under 4.13 and required ones are shown elsewhere. |
| | The following information should be provided on 4.13: 1) The purpose and description of the studies. 2) Clarity of the work activities will be completed with PL and M230 budgeted. | 1) Detail added. 2) Done and done. |
| 30 | Footnote 39: If PL funds will be used for oversight, then it should be specified for each study. | PL funds are almost always used when oversight is called for. We have tried to make this more clear in the revised draft. Note that breakdowns for consultants and staff oversight etc., would be clearly spelled out in the upcoming GDOT/MPC funding contract and subject to GDOT approval. |
| 32 | Add a footnote to inform the viewer that the M230 funds for 4.5 & 4.6 were provided in a previous fiscal year. | Done |
| | Confirm if the MPO Match is provided by dues and the total amount referenced is the sum of all local matches (PL, M230, and 5303). | MPO match is provided by dues as per the MOU. Totals for all funding categories are provided by the table with additional delineation of dues. |
| | If the local matches are provided by the dues, please note it does not guarantee support from the locals. | The UPWP is approved by the CORE MPO which is made up of "the locals" and others and reflects the planning program and anticipated funding commitments. |
| | After the local matches for the UPWP are budgeted, is there a remaining balance? If so, what is the balance used for? | This balance is shown under "local operating" for transparency. It is minimal and could either be |

CORE MPO FY 2017 UPWP

| | | | | | | | | | | | | | | | | | | | | | | |
|--|---|---|-------------------------|--------------|-------------|-----|-------------|-------------------------|-----|-------------|-----|-----------------------------|-------------------------|-----|--------------|-------|--|-------------------------|-----|-------------|-----|---|
| | | used for administrative needs, such as supplies or placing a newspaper ad. If unspent, it could be rolled over to Fy 2018 or deducted from future contribution requirements after closeout. . | | | | | | | | | | | | | | | | | | | | |
| | Confirm if the percent of dues are based on the UPWP local match needed for each fiscal year. Please specify if this includes PL and 5303 local share. | Overall dues are based the UPWP budget, and individual dues are based primarily on population, with most modal representatives contributing at the 70 th percentile based on municipal population. | | | | | | | | | | | | | | | | | | | | |
| Appendix D | <table border="1"> <tr> <td>CMP Phase 4</td> <td>Pending GDOT Assignment</td> <td>TBA</td> <td>\$45,000.00</td> <td>May</td> </tr> <tr> <td>CAT Study 3</td> <td>Pending GDOT Assignment</td> <td>TBA</td> <td>\$85,000.00</td> <td>TBA</td> </tr> <tr> <td>Victory Drive Study Phase 4</td> <td>Pending GDOT Assignment</td> <td>TBA</td> <td>\$100,000.00</td> <td>Jul-1</td> </tr> <tr> <td>FAST Act Implementation and Compliance</td> <td>Pending GDOT Assignment</td> <td>TBA</td> <td>\$15,000.00</td> <td>TBA</td> </tr> </table> | CMP Phase 4 | Pending GDOT Assignment | TBA | \$45,000.00 | May | CAT Study 3 | Pending GDOT Assignment | TBA | \$85,000.00 | TBA | Victory Drive Study Phase 4 | Pending GDOT Assignment | TBA | \$100,000.00 | Jul-1 | FAST Act Implementation and Compliance | Pending GDOT Assignment | TBA | \$15,000.00 | TBA | <p>The funding contract has been requested, but it is anticipated that delays caused by the new FHWA Georgia planning studies procurement process, announced after this document was drafted, will likely delay this task until 2017.</p> <p>The CORE MPO has made a policy decision to allocate \$85,000 per year to CAT for planning studies, but this year's planning study had not yet been defined by CAT.</p> <p>This study was expected to begin in 2016, as noted, but it is anticipated that delays caused by the new FHWA Georgia planning studies procurement process, announced after this document was drafted, will likely delay this task until 2017.</p> <p>This activity is covered under 4.13 as drafted.</p> |
| | CMP Phase 4 | Pending GDOT Assignment | TBA | \$45,000.00 | May | | | | | | | | | | | | | | | | | |
| | CAT Study 3 | Pending GDOT Assignment | TBA | \$85,000.00 | TBA | | | | | | | | | | | | | | | | | |
| | Victory Drive Study Phase 4 | Pending GDOT Assignment | TBA | \$100,000.00 | Jul-1 | | | | | | | | | | | | | | | | | |
| | FAST Act Implementation and Compliance | Pending GDOT Assignment | TBA | \$15,000.00 | TBA | | | | | | | | | | | | | | | | | |
| | Ensure the names of the referenced studies in Appendix D and Section 4.13 are identical; including studies in existing contracts. | This will be done, but due to the large number of documents which need to be pulled, some changes may have to be made as scribes corrections after adoption. | | | | | | | | | | | | | | | | | | | | |
| | Confirm when the CMP Phase I was completed. | The first CMS was completed in 2004. The first CMP was adopted In 2007., | | | | | | | | | | | | | | | | | | | | |
| Confirm what is CMP Phase II and when did it start | CMP Phase Two was started in 2008. It included corridor analyses and hot spot analyses. | | | | | | | | | | | | | | | | | | | | | |
| Appendix E | In the appendix, staff disregarded some of the Departments original comments please see attachment. | All comments were responded to in some form. None were disregarded. Additional responses have been provided to questions that have subsequently been clarified as to what the reviewer is looking for.. | | | | | | | | | | | | | | | | | | | | |

Appendix K

FHWA Procurement Process for Georgia MPOs

Procurement of MPO **PL-funded** Planning Study Steps (All MPOs)

1. Identify and document study idea(s) through the Unified Planning Work Program (UPWP) development processes. Document when the need arose and the associated who, what, when, where and how aspects. Present and discuss the idea at the Technical Coordinating Committee (TCC) to determine justification, feasibility, comments/concerns and refinement. Address and document all TCC member comments and concerns.

2. The newly proposed or updated study information must be in the draft UPWP including the items from item 1 and a detail of proposed scope, total estimated cost, timeline/schedule and specific fund source for the local match. When an idea for a new study is generated, it must be presented to the MPO committees and move through the existing UPWP development/adoption/amendment processes, with a minimum of two iterations through the Technical Coordinating and Policy committees.

Location of the study in the UPWP should be in a special studies section and further describe the interrelationship with other task items, e.g., LRTP development.

Two iterations of study input should be used at a minimum, each step having thorough/documented committee discussions: one for a *draft UPWP*, and one for a more detailed *final draft UPWP*. Comments from the TCC should be shared with the Policy Committee (PC) for their information and disposition.

Among all issues, primary focus shall include committee consensus on the study need, as well as demonstrating how the study supports the MPO planning process and the development of the federally-required products, e.g., LRTP and TIP.

3. The proposed scope, programming in the UPWP and documentation of discussions, comment and disposition of comments must be presented to FHWA and GDOT for review and approval (FHWA action) on whether the study can proceed utilizing requested federal-aid highway funds. This approval will be based on the current status of federally-required planning products in the MPO area and focus areas defined by the GDOT and FHWA and any other planning emphasis areas. Further consideration will be given to whether MPO staff capability is responsive enough to current stakeholder and MPO member needs.

4. If approval by FHWA is received, MPO staff can develop an RFP and present this and a more detailed scope to the MPO committees soliciting discussion and formal comments, with associated documentation. This should include a discussion on whether the need is still valid. After finalization of the RFP, by MPO staff with utilization of MPO committee input, the study must be procured through an established and documented process meeting all federal and state procurement requirements, as well as, any additional guidance from FHWA and GDOT.

Concurrently, the MPO staff shall identify an RFP review committee consisting of a panel of subject matter experts (SMEs) from representatives of the MPO committees, who will come to a consensus on staff-proposed evaluation criteria and weighting for use in reviewing/scoring valid proposals. Final

consultant selection will be based on tabulation of scored results. If discrepancies exist as to who is the best candidate, another meeting of the SMEs should occur for final selection.

5. Executed contracts will be considered void if it is found that tasks have been altered or added, e.g., scope or budget changes.

Procurement of MPO STP (or other federal-aid highway) funded Planning Study Steps

1. Identification of Need by Stakeholder – Document when the need arose and the who, what, when, where and how aspects. Regardless of the cost of the proposed study, present and discuss the idea at the TCC to determine justification, feasibility, comments/concerns and refinement. Address and document all TCC member comments and concerns.

2. MPO staff develops a detailed proposed draft scope, total estimated cost (and specific fund source for the local match), and timeline/schedule for formal presentation to the TCC and PC committees. Two input iterations through the TCC and PC should be used at a minimum, each step having thorough/documented committee discussions. Comments from the TCC should be shared with the PC for their information and disposition.

Among all issues, primary focus shall include committee consensus on the study need, as well as demonstrating how the study supports the MPO planning process and the development of its federally-required products, e.g., LRTP and TIP.

3. The proposed scope, programming in the TIP and UPWP and documentation of discussions, comment and disposition of comments must be presented to FHWA and GDOT for review and approval (FHWA action) on whether the study can proceed utilizing requested federal-aid highway funds. This approval will be based on the current status of federally-required planning products in the MPO area and focus areas defined by the GDOT and FHWA and any other planning emphasis areas. Further consideration will be given to whether MPO staff capability is responsive enough to current stakeholder and MPO member needs.

4. If approval is received, the study can be amended into the TIP and UPWP via the established amendment process. For transparency the study should be added to the Special Studies section of the UPWP. After the amendment is adopted by the PC, GDOT can program the study, provide the MPO staff with a PI#, and await the contract from the MPO staff. Contracts must include detailed scope, starting with as much information as adopted by the PC (and later amended via a supplemental to include the detailed scope in the contract between the MPO and the selected consultant). Scope/need deviation from the original intent submitted for approval to FHWA and GDOT in item 3 will require the study process to start over beginning at step 1.

5. The MPO staff can then develop an RFP and presents this and a more detailed scope to the MPO committees soliciting discussion and formal comments, with associated documentation. This should include a discussion on whether the need is still valid. After finalization of the RFP, by MPO staff with

utilization of MPO committee input, the study must be procured through an established and documented process meeting all federal and state procurement requirements, as well as, any additional guidance from FHWA and GDOT.

Concurrently, the MPO staff shall identify an RFP review committee consisting of a panel of SMEs from representatives from the MPO committees, who will come to a consensus on staff-proposed evaluation criteria and weighting for use in reviewing/scoring valid proposals. Final consultant selection will be based on tabulation of scored results. If discrepancies exist as to who is the best candidate, another meeting of the SMEs should occur for final selection.

6. Executed contracts will be considered void if it is found that tasks have been altered or added, e.g., scope or budget changes.

Note:

Study – is defined as any additional work item or task to be contracted utilizing federal-aid highway funds to develop a planning related item that may or may not be required under 23 CFR Part 450. MPO staff may only undertake planning related studies. All other activities must be led by a local jurisdiction or sponsoring agency, e.g., MPO staff should not undertake an IMR or IJR since the result of this would not lead to construction as the MPO body itself is a conglomeration of local jurisdictions and not a constructing agency.

On-Board Consultant/Indefinite Delivery Indefinite Quantity services will not be allowable for MPO planning related activities or tasks. By the very nature of transportation planning, consultant needs and associated task items should be well planned out through the MPO process and as such there are no “planning emergencies” that warrant this type of contracting.

Appendix L

FHWA UPWP Template for Georgia MPOs

TABLE OF CONTENTS

I. INTRODUCTION

- a. Purpose of the UPWP
- b. Discussion of MAP-21 Planning Factors
- c. Overview of MPO Planning Process, including MPO's goals and objectives

1. ADMINISTRATION

- 1.1 Program Coordination
- 1.2 Operations and Administration
- 1.3 Training/Employee Education
- 1.4 Equipment and Supplies
- 1.5 Contracts/Grants
- 1.6 UPWP

2. PUBLIC INVOLVEMENT

- 2.1 Community Outreach/Education
- 2.2 Environmental Justice/Title VI
- 2.3 Participation Plan

3. DATA COLLECTION

- 3.1 Socio-Economic Data
- 3.2 Land Use Monitoring
- 3.3 Air Quality Management
- 3.4 Transportation Surveys, Models, and Analysis
- 3.5 System Monitoring

4. SYSTEM PLANNING

- 4.1 Congestion Management
- 4.2 Transit/Paratransit
- 4.3 Intermodal (ie. airports and ports)
- 4.4 Air Quality
- 4.5 Bike/Ped
- 4.6 Model Development and Applications
- 4.7 GIS Development and Applications
- 4.8 Highway Planning
- 4.9 ITS
- 4.10 Freight Planning
- 4.11 Long Range Plan
- 4.12 Transportation Improvement Plan
- 4.13 Special Transportation Studies

5. SUMMARY BUDGET TABLES

TASK #

Sub-element

➤ **OBJECTIVE**

What do you hope to accomplish with this task?

➤ **PREVIOUS WORK**

What specific work products or tasks were completed last year?

➤ **PROJECT DESCRIPTION**

What are you going to do this year? The more detail the better.

➤ **PRODUCT**

What final products do you hope to accomplish?

TRANSPORTATION RELATED PLANNING ACTIVITIES

ORGANIZATION

ACTIVITIES

**TARGET START
AND END DATES**

LEAD AGENCY

FUNDING SOURCE

AMOUNT

FTA

STATE 5303 MATCH

LOCAL

MATCH

Appendix M

GDOT Procurement Level Scope Example

From: [Harris, Krystal](#)
To: [Wykoda Wang](#); [Little, Aries](#)
Cc: [Tom Thomson](#); [Mark Wilkes](#)
Subject: RE: TIP Amendments
Date: Thursday, March 3, 2016 1:11:14 PM
Attachments: [image001.png](#)
[Truck Study Scope.docx](#)

Hi Wykoda,

Thank you for reminding me to send examples, however we do not have any templates per se. Below you will find one that I did personally for a contract that I am the Project Manager for. This is directly from the RFQ that the Department published to solicit consultant proposals. So this example is at minimum what we need. I actually went a step further where I developed 5 tasks and to the best of my ability, wrote up what would be completed under each task. My task breakdown was one page but once a consultant was selected and negotiations took place, the final contract had about 3 pages worth of task descriptions. This is to be expected as the consultants know the details of what exactly is needed, I simply had to be able to convey what the Department was looking for. Also, I attached what the Valdosta MPO did for their truck study. Before they selected a consultant, they developed their own scope and sent to GDOT for review. This is yet another example of how to approach satisfying the requirement that FHWA has presented via the letter that was sent by Andy Edwards. If you have any questions about anything please let me know. Thanks so much!

REQUEST FOR QUALIFICATIONS
RFQ 484-022411
Georgia Interstate System Risk Assessment Study

Section 1 General Project Information**Overview**

The Georgia Department of Transportation (GDOT) is soliciting Statements of Qualifications (SOQ) from qualified firm(s) or organization(s) to provide Consultant Services for a Risk Assessment Study. This Request for Qualifications (RFQ) seeks to identify potential providers for the below-mentioned Scope of Services. Firms that respond to this RFQ, and are determined by GDOT to be sufficiently qualified, may be deemed eligible, and invited to conduct a Presentation and/or possibly offer proposals for these services. All respondents to this RFQ are subject to instructions communicated in this document, and are cautioned to completely review the entire RFQ and follow instructions carefully. GDOT reserves the right to reject any or all Statements of Qualifications or Consultant Plan Proposals, and to waive technicalities and informalities at the discretion of GDOT.

Scope of Services**Introduction**

The Department proposes to build upon the maintenance prioritization process for Georgia's Interstate System through a Risk Assessment Study. Risks are future issues that can be avoided or mitigated, rather than present problems that must be immediately addressed. Through a risk assessment, potential risks can be identified as well as the estimated cost of repair or recovery in the event of damage.

This analysis will explore and address the potential risks that Georgia's Interstate System faces if maintenance needs are not met. The result of the analysis will be a refined prioritization process used to supplement the Department's current process of implementing the Maintenance Program for Interstate Maintenance. It will also identify maintenance needs, funding requirements and preservation of the system.

Background

Currently the Department prioritizes maintenance projects using two programs called the Pavement Condition Evaluation System (PACES) and the Georgia Pavement Management System (GPAMS).

The objective of a Risk Assessment is to quantify the risk events identified and categorized as risks. The risk identified in the analysis will be those that could potentially affect the interstate system if not maintained. Risk Assessment has two aspects:

1. The first determines the likelihood of a risk occurring
2. The second judges the impact of the risk, should it occur.

Risk Assessment should produce such information for the management of the organization to make informed decisions concerning the maintenance of Georgia's Interstate System.

Goals and Objectives

Due to limited resources coupled with an aging infrastructure, the Department is dedicated to maintaining the interstates in Georgia at an acceptable standard. The goal is to develop a quantifiable and verifiable decision-making process on how and when to make the best capital investments to maintain the pavement quality of Georgia's interstates and identify where the risks are and what funding is necessary to maintain the system.

The study should address, at a minimum, the following:

- Interstate Mileage at risk
- Project Risk Matrix
- Reconstruction Projects vs. Preservation Projects
- Funding necessary for interstate maintenance
- Scenario Testing

Sincerely,

Krystal F. Harris

Southeast Georgia Branch Chief | Office of Planning

From: Wykoda Wang [mailto:wangw@thempc.org]
Sent: Thursday, March 03, 2016 9:45 AM
To: Harris, Krystal; Little, Aries
Cc: Tom Thomson; Mark Wilkes
Subject: RE: TIP Amendments
Krystal,

As discussed at yesterday's TCC meeting, would you please send us the template for study scope development? Thanks.

Zhongze (Wykoda) Wang
Transportation Administrator
Chatham County - Savannah Metropolitan Planning Commission
110 E. State Street
Savannah, GA 31401
Phone: 912-651-1466
Fax: 912-651-1480
Email: wangw@thempc.org

In 2015 there were 1,414 fatalities on Georgia's roads. That's the first annual increase in a decade. Many of these deaths are preventable – attributed to distracted driving and failure to wear a seat belt. DriveAlert ArriveAlive implores motorists to drive responsibly. 1—buckle up; 2—stay off the phone/no texting; and 3—drive alert. Take the pledge at www.dot.ga.gov/DAAA. #ArriveAliveGA

CORE MPO FY 2017 UPWP

Appendix N

CORE MPO MOU

METROPOLITAN PLANNING ORGANIZATION

MEMORANDUM OF UNDERSTANDING

FOR THE

COASTAL REGION METROPOLITAN PLANNING ORGANIZATION

BETWEEN

The Counties of Chatham and Effingham, the municipalities of Bloomingdale, Garden City, Pooler, Port Wentworth, Richmond Hill, Savannah, Thunderbolt, Tybee Island, and Vernonburg, and the agencies of the Chatham County-Savannah Metropolitan Planning Commission, the Chatham Area Transit Authority, the Georgia Ports Authority, the Savannah Airport Commission, and the Georgia Department of Transportation, in cooperation with the U.S. Department of Transportation,

RELATIVE TO

The continuing, comprehensive, cooperative regional transportation planning process known as the "Coastal Region Metropolitan Planning Organization" (CORE MPO).

I. IT IS THE INTENTION OF THE PARTIES:

That the CORE MPO is to:

1. Maintain a continuing, cooperative and comprehensive transportation planning process as defined in Title 23 USC Section 134 that explicitly regards the current surface transportation act's planning factors and focus areas and results in plans and programs consistent with comprehensively planned development of the urbanized area.
2. Update and revise the 20-year multimodal Metropolitan Transportation Plan (MTP), to create a fiscally feasible transportation system that integrates thoroughfare development, public transportation, air facilities, port facilities, rail systems, intermodal facilities, bicycle and pedestrian facilities and transportation enhancements; and reflects consideration of the area's comprehensive land-use plan and overall social, economic, environmental, and energy conservation plans, goals and objectives.
3. Create a functional relationship between transportation planning and the development of cities and counties in the CORE MPO's Metropolitan Planning Area (MPA).

4. Maintain the data obtained in the original data collection phase of the study and any pertinent data collected thereafter on a current level so that existing and forthcoming recommendations may be evaluated and updated periodically.
5. Produce all documents and studies that are necessary to maintain a federally certified transportation planning process.

- II. **IT IS FURTHER INTENDED**, that the areas of responsibility of the aforementioned counties, municipalities, and agencies shall lie within the transportation Metropolitan Planning Area (MPA) boundary established by the CORE MPO Board and the Governor of Georgia. This area includes all of Chatham County, the portion of the 2010 Savannah Urbanized Area located in Effingham County, the City of Richmond Hill, and the portion of the 2010 Savannah Urbanized Area located in unincorporated Bryan County. At this time Bryan County has not opted to join in the CORE MPO, but this agreement can be amended to include it in the future. The MPA boundary is shown in Exhibit A, CORE MPO Metropolitan Planning Area.
- III. **IT IS FURTHER INTENDED**, that the Metropolitan Planning Organization (MPO) as designated by the Governor of Georgia is the Coastal Region Metropolitan Planning Organization (CORE MPO). The CORE MPO shall have the primary responsibility for carrying out the regional transportation planning process and of developing the planning work program, transportation plan, transportation improvement program, participation plan and other studies for the CORE MPO MPA.
- IV. **IT IS FURTHER INTENDED**, that the CORE MPO shall be coordinated by a project director who shall be the executive director (Director) of the Chatham County-Savannah Metropolitan Planning Commission or his designee, and his/her staff. Additional staff resources may be provided, upon request, from the existing staff resources of the participating agencies and governments. The Director shall coordinate all requests under the direction of the CORE MPO Board.
- V. **IT IS FURTHER INTENDED**, that the CORE MPO shall continue to function to adopt appropriate goals, work programs, and plans; and to establish the need, form, and direction of future transportation improvements in the CORE MPO MPA. The CORE MPO shall be the forum for cooperative decision-making by principal elected and appointed officials of general purpose local government and intermodal transportation providers. The individuals representing the government jurisdictions involved in the CORE MPO planning process and other involved agencies shall comprise the CORE MPO Board. The membership and duties shall be enumerated in the CORE MPO Board Bylaws. The CORE MPO Board shall have final authority in the matters of policy and plan adoption for the Coastal Region Metropolitan Planning Organization.
- VI. **IT IS FURTHER INTENDED**, that the committee known as the Technical Coordinating Committee (TCC) shall continue to function to ensure the involvement of all operating departments, advisory agencies, and multimodal transportation providers concerned with, or affected by, the planning process and subsequent implementation of plans. The technical guidance and direction of the continuing CORE MPO transportation planning process shall be furnished by

the TCC. The membership and duties shall be enumerated in the Technical Coordinating Committee Bylaws.

- VII. **IT IS FURTHER INTENDED**, that the Citizens Advisory Committee (CAC) shall continue to function as a public information and involvement committee, and shall be representative of a cross-section of the community. The CAC shall keep the CORE MPO Board informed of the community's perspective and shall also provide information to the community about transportation policies and issues. The membership and duties shall be enumerated in the Citizens Advisory Committee Bylaws.
- VIII. **IT IS FURTHER INTENDED**, that the Economic Development and Freight Advisory Committee (EDFAC) shall be established to advise the freight planning efforts of the CORE MPO and to ensure economic development is considered in identifying transportation improvement projects and setting priorities. The membership and duties shall be enumerated in the Economic Development and Freight Advisory Committee Bylaws.
- IX. **IT IS FURTHER INTENDED**, that the Advisory Committee on Accessible Transportation (ACAT) shall continue to function to advise the CORE MPO and the Chatham Area Transit Authority (CAT) on accessible transportation related policies and projects. The membership and duties shall be enumerated in the Advisory Committee on Accessible Transportation Bylaws.
- X. **IT IS FURTHER INTENDED**, that the various committees meet at significant stages in the planning process in accordance with the adopted bylaws.
- XI. **IT IS FURTHER INTENDED**, that the Georgia Department of Transportation (GDOT) shall be responsible for the following per the current planning rules of the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA):
1. Provide available maps, aerial photographs, charts, and records as deemed necessary to maintain the CORE MPO planning process.
 2. Update and maintain travel simulation models for use in evaluating the metropolitan area's transportation needs. Said models shall be the "official" CORE MPO's travel demand models. The Department shall also provide the expertise and computer software for the above-mentioned tasks.
 3. Aid the MPO in preparation of planning-oriented planning, scoping, preliminary engineering, right-of-way, utility and construction cost estimates where applicable for multimodal projects in the CORE MPO's 20-year multimodal Metropolitan Transportation Plan (MTP).
 4. Provide the local agencies with current information concerning the status of planning and implementation of the CORE MPO's 20-year multimodal Metropolitan Transportation Plan (MTP).
 5. Provide funding availability and proposed project schedules for federally funded projects for use in MTP and TIP development.

6. Incorporate the adopted CORE MPO's Transportation Improvement Program (TIP) into the State Transportation Improvement Program (STIP); and coordinate with the CORE MPO's multimodal transportation plan in the development of the Statewide Transportation Plan.
7. Concurrently certify with the CORE MPO, to the FHWA and the FTA that the CORE MPO's planning process is addressing the major issues facing the area and is being conducted in accordance with all applicable federal laws based on the federal certification review schedule (currently the MPO is certified every four years); annually certify the CORE MPO's planning process with CORE MPO in conjunction with the TIP development.
8. Provide various types of traffic count data.
9. Provide other assistance as mutually agreed upon.
10. Contribute funds under FTA Section 5303 and other programs as appropriate toward the annual budget for the CORE MPO's operations, as established by the adopted UPWP and funding agreements outlined in Exhibit B, Contribution Formula of the Coastal Region Metropolitan Planning Organization.
11. Notify CORE MPO in advance of public meetings and concept meetings as well as stakeholder meetings, provide draft concept plans before their approval, so that the information can be incorporated into the CORE MPO's plans and programs.

XII. **IT IS FURTHER INTENDED**, that the Chatham County-Savannah Metropolitan Planning Commission (MPC), only to the extent that it may be bound by contracts which may hereafter be entered into, shall be responsible for the following:

1. Prepare planning-oriented planning, scoping, preliminary engineering, right-of-way, utility and construction cost estimates, where applicable, for multimodal projects in the CORE MPO's 20-year multimodal Metropolitan Transportation Plan (MTP).
2. Make recommendations for revisions to the CORE MPO's 20-year multimodal Metropolitan Transportation Plan (MTP) to conform to new planning goals, objectives, policies, or developments.
3. Prepare and publish a fiscally constrained 20-year multimodal Metropolitan Transportation Plan (MTP) that leads to the development of an integrated intermodal transportation system that facilitates the efficient movement of people and goods. The multimodal transportation plan shall be reviewed and updated at least every five years.
4. Prepare and maintain a financially-balanced four-year multimodal Transportation Improvement Program (TIP) which will be updated annually.
5. Prepare and publish a Participation Plan (PP) which documents how the CORE MPO will provide complete information, timely public notices, full public access to key decisions, and support early and continuing involvement of the public in the development of plans and TIPs; and meets the criteria specified in 23 CFR Part 450.
6. Prepare an annual Unified Planning Work Program (UPWP) to document planning activities and budget for the next fiscal year; in sufficient detail to indicate who will perform the work, the schedule for completion, and the products that it will produce.

7. Develop and update a Congestion Management Process (CMP) which documents the congestion areas and strategies to address them. Ensure that the CMP will be a part of the metropolitan transportation planning process and the CMP results will be considered in the development of the multimodal MTP and TIP, to the extent appropriate.
8. Update and maintain maps showing existing and proposed land use, and make appraisals of actual land use development in comparison with projections.
9. Review zoning and subdivision requests in accordance with the CORE MPO's transportation and land use plans.
10. Provide or maintain social and community development plans as they may relate to transportation needs.
11. Develop and maintain base and projected population, housing, employment, economic, vehicle, and land use data by traffic analysis zone and supply information as requested concerning special generators.
12. Periodically review traffic analysis zone boundaries and make appropriate recommendations to the Technical Coordinating Committee and cooperate with the Georgia Department of Transportation in revision of said boundaries.
13. Provide available maps, aerial photographs, charts, records, and directories to the extent possible.
14. Collect and analyze data such as traffic counts and crash statistics and distribute (if available) to the public, governmental agencies, and other parties if requested.
15. Prepare an annual performance report for the comparison of established goals in the UPWP and completed work elements.
16. Compile, maintain, and document data on existing water, air, motor freight and rail terminal and transfer facilities as identified in the UPWP.
17. Concurrently certify with the Georgia Department of Transportation, to the FHWA and the FTA that the CORE MPO's planning process is addressing the major issues facing the area and is being conducted in accordance with all applicable federal laws based on the federal certification review schedule (currently the MPO is certified every four years); annually certify the CORE MPO's planning process with GDOT in conjunction with the TIP development.

XIII. **IT IS FURTHER INTENDED**, that the signatory counties and municipalities, within its official jurisdiction, be responsible for the following:

1. Collaborate with the continuing, cooperative and comprehensive transportation planning process of the CORE MPO.
2. Maintain records including crashes occurring on the roads and highways by location and description, and maintain these files on a current basis as provided by your policies and procedures and provide the data to the CORE MPO for analysis and reports upon request.
3. When requested, assist the CORE MPO to collect planning information within the counties and/or municipalities such as socioeconomic data, utility locations, land use

and zoning, street inventories, inventories of bicycle and pedestrian facilities, and other data as required for the metropolitan planning process.

4. Consider providing local funds for planning, scoping, preliminary engineering, right-of-way acquisition, utility and construction to leverage or match federal funds to further the implementation of the CORE MPO priorities per appropriate project framework agreement with the Georgia Department of Transportation.
5. Aid the MPO in developing planning-oriented planning, scoping, preliminary engineering, right-of-way, utility and construction cost estimates where applicable for the CORE MPO's 20-year multimodal Metropolitan Transportation Plan (MTP).
6. Contribute funds toward the annual budget for the CORE MPO's operations as established by the adopted UPWP and the funding contribution formula provided in Exhibit B.
7. Notify the CORE MPO in advance of public meetings and project-related neighborhood meetings and/or stakeholder meetings so that the information can be incorporated into the CORE MPO's plans and programs.

XIV. IT IS FURTHER INTENDED, that the Chatham Area Transit Authority shall:

1. Collaborate with the continuing, cooperative and comprehensive transportation planning process of the CORE MPO.
2. Make available to the CORE MPO any records, documents or information necessary to accomplish the planning objectives and to develop the CORE MPO's 20-year multimodal Metropolitan Transportation Plan (MTP) and the TIP.
3. Contribute funds toward the annual budget for the CORE MPO's operations as established by the adopted UPWP and the funding contribution formula provided in Exhibit B or by the MPC – CAT Inter-local agreement.
4. Notify CORE MPO in advance of public meetings and project-related neighborhood meetings and/or stakeholder meetings so that the information can be incorporated into the CORE MPO's plans and programs.

XV. IT IS FURTHER INTENDED, that the Savannah Airport Commission assist the MPO in gathering information and data relating to the planning process as may be necessary to ensure that the Savannah Airport Commission is adequately served by the CORE MPO.

Such data includes but is not limited to employment, land use, traffic, air traffic, and major street or enplanement changes.

The Savannah Airport Commission will contribute funds to support the CORE MPO's operations, as established by the adopted UPWP and the funding contribution formula provided in Exhibit B.

XVI. IT IS FURTHER INTENDED, that the Georgia Ports Authority (GPA) (non-voting member) provide or assist the MPO in gathering information and data relating to the planning process as may be necessary to ensure that GPA is adequately served by the CORE MPO.

Such data includes but is not limited to employment, traffic, projected port activity, and major street or gate changes.

XVII. IT IS FURTHER INTENDED, that:

1. The CORE MPO's planning process shall be of a continuing, comprehensive, cooperative nature and that all planning decisions shall be reflective of and responsive to the needs and desires of the local communities as well as the programs and requirements of the Georgia Department of Transportation and the U.S. Department of Transportation.
2. A reappraisal shall be made of the CORE MPO whenever there is a significant change in the community's goals and objectives, land use patterns, or travel characteristics or at least once every five (5) years.
3. The participating agencies shall cooperate in all phases of the CORE MPO's transportation planning process. Adequate and competent personnel shall be assigned to ensure development of adequate and reliable data.
4. All parties to this agreement shall have access to all study related information developed by the other agencies, including the right to make duplication thereof.

This document is a Memorandum of Understanding (inclusive of Exhibit A and Exhibit B) expressing the present intentions of the parties. Obligations established within any previous versions of this Memorandum of Understanding are rescinded upon the execution of this agreement. Nothing contained herein shall require the undertaking of any act, project, study, analysis, or any other activity by any party until a contract for such activity is executed. Nor shall this document require the expenditure of any funds by any party until a contract authorizing such expenditure is executed.

However, nothing contained herein shall be construed to prohibit any party's undertaking any act, project, study, analysis, or any other activity which the party is required by law or contract to undertake as part of any other program which fulfills some function shown herein as intended to be performed by the party undertaking such act, project, study, analysis, or other activity.

In witness whereof, the parties hereto have executed this Memorandum of Understanding, this 20 day of May, 2015.

CITY OF SAVANNAH

Kohutobek FCO

Witness

[Signature]
Mayor

[Signature]
Notary Public

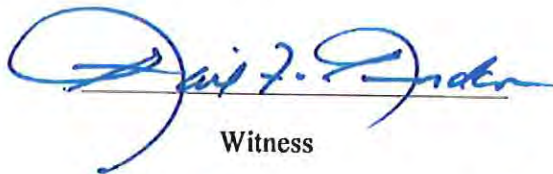


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In witness whereof, the parties hereto have executed this Memorandum of Understanding, this 8th day of May, 2015.

COUNTY OF CHATHAM


Witness


Commission Chairman


Notary Public



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In witness whereof, the parties hereto have executed this Memorandum of Understanding, this 7 day of May, 2015.

CITY OF BLOOMINGDALE

Virginia Key
Witness

[Signature]
Mayor

Diane Proudfoot

Notary Public
DIANE R. PROUDFOOT
Notary Public, Chatham County GA
My Commission Expires Sept. 25, 2016

RECEIVED
MAY 18 2015
METROPOLITAN PLANNING
COMMISSION

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18 day of MAY, 2015. In witness whereof, the parties hereto have executed this Memorandum of Understanding, this


CITY OF GARDEN CITY



Witness



CITY MANAGER
~~Mayor~~
w/ PERMISSION



Notary Public




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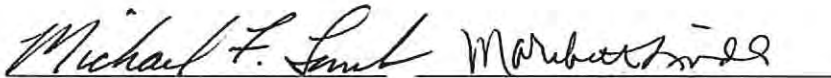
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In witness whereof, the parties hereto have executed this Memorandum of Understanding, this 4th day of May, 2015.

CITY OF POOLER

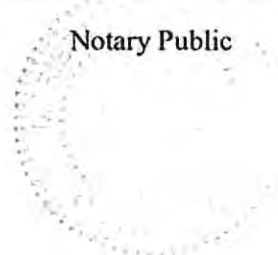


Witness



Mayor

Notary Public



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23rd In witness whereof, the parties hereto have executed this Memorandum of Understanding, this April day of _____, 2015.

CITY OF PORT WENTWORTH

Shirley Clifton
Witness

G. AJ
Mayor

Miriam B. Jordan


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MAY 01 2015
METROPOLITAN PLANNING
COMMISSION

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In witness whereof, the parties hereto have executed this Memorandum of Understanding, this 13 day of may, 2015.

TOWN OF THUNDERBOLT

Cawlin R. Nguyen

Witness

Beth E. Acette

Mayor

Ky McCafferty

Notary Public

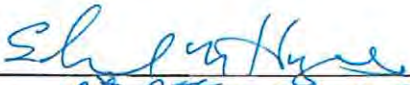


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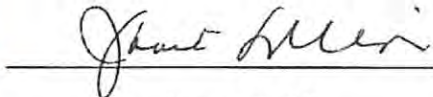
In witness whereof, the parties hereto have executed this Memorandum of Understanding, this 23 day of April, 2015.

CITY OF TYBEE ISLAND


City Attorney, as to Form -
Witness




Mayor


Notary Public

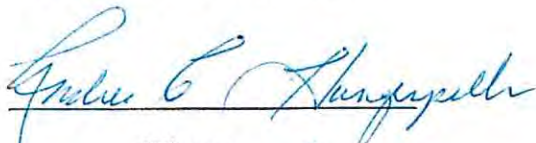
JANET R. LEVINER
Notary Public, Chatham County GA
My Commission Expires Oct 16, 2016

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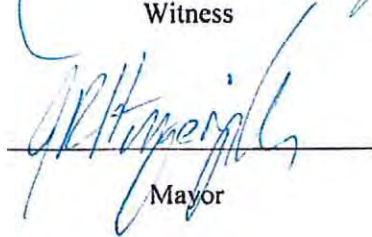
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In witness whereof, the parties hereto have executed this Memorandum of Understanding, this 11 day of May, 2015.

TOWN OF VERNONBURG



Witness



Mayor



M Burke Wimbish Nadeau
Notary Public

Chatham County
State of Georgia
My Comm. Expires 03-27-2017



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In witness whereof, the parties hereto have executed this Memorandum of Understanding, this 5th day of May, 2015.

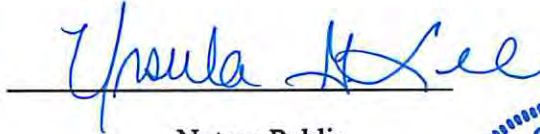
CITY OF RICHMOND HILL



Witness



Mayor



Notary Public



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MAY 07 2015

METROPOLITAN PLANNING
COMMISSION

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In witness whereof, the parties hereto have executed this Memorandum of Understanding, this 5th day of May, 2015.

EFFINGHAM COUNTY

Toss Allen

Witness

[Signature]

Commission Chairman

S. Johnson

Notary Public



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In witness whereof, the parties hereto have executed this Memorandum of Understanding, this 28 day of April, 2015.

CHATHAM COUNTY - SAVANNAH METROPOLITAN PLANNING COMMISSION

Matthew Wilko

Witness

Thomas F. Robinson *Jessie Hagan*

Executive Director

Notary Public

JESSICA HAGAN
Notary Public, Chatham County GA
My Commission Expires July 19, 2017

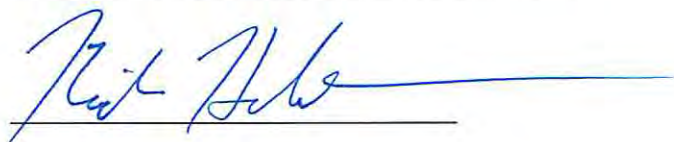


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In witness whereof, the parties hereto have executed this Memorandum of Understanding, this 25th day of Apr. 1, 2015.

CHATHAM AREA TRANSIT AUTHORITY

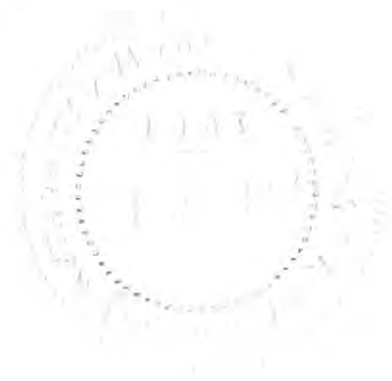


Witness

Executive Director

Notary Public
BEVERLY DUMAS
Notary Public, Chatham County GA
My Commission Expires June 3, 2018

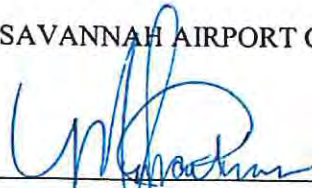


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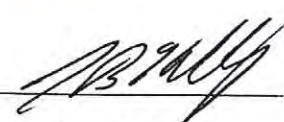
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In witness whereof, the parties hereto have executed this Memorandum of Understanding, this 7th day of May, 2015.


SAVANNAH AIRPORT COMMISSION



Witness



Executive Director



Notary Public



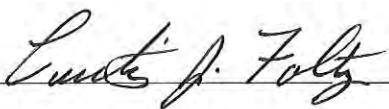
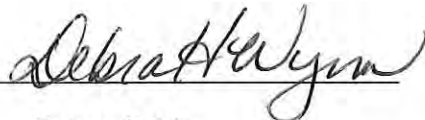
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In witness whereof, the parties hereto have executed this Memorandum of Understanding, this 15th day of May, 2015.

GEORGIA PORTS AUTHORITY


Witness

 
Executive Director Notary Public

DEBRA H. WYNN
Notary Public, Chatham County GA
My Commission Expires Sept. 29, 2018

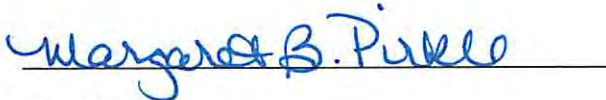


GEORGIA DEPARTMENT OF TRANSPORTATION

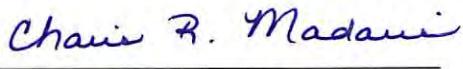
RECOMMENDED:



Director of Planning
Georgia Department of Transportation



Chief Engineer
Georgia Department of Transportation



Witness



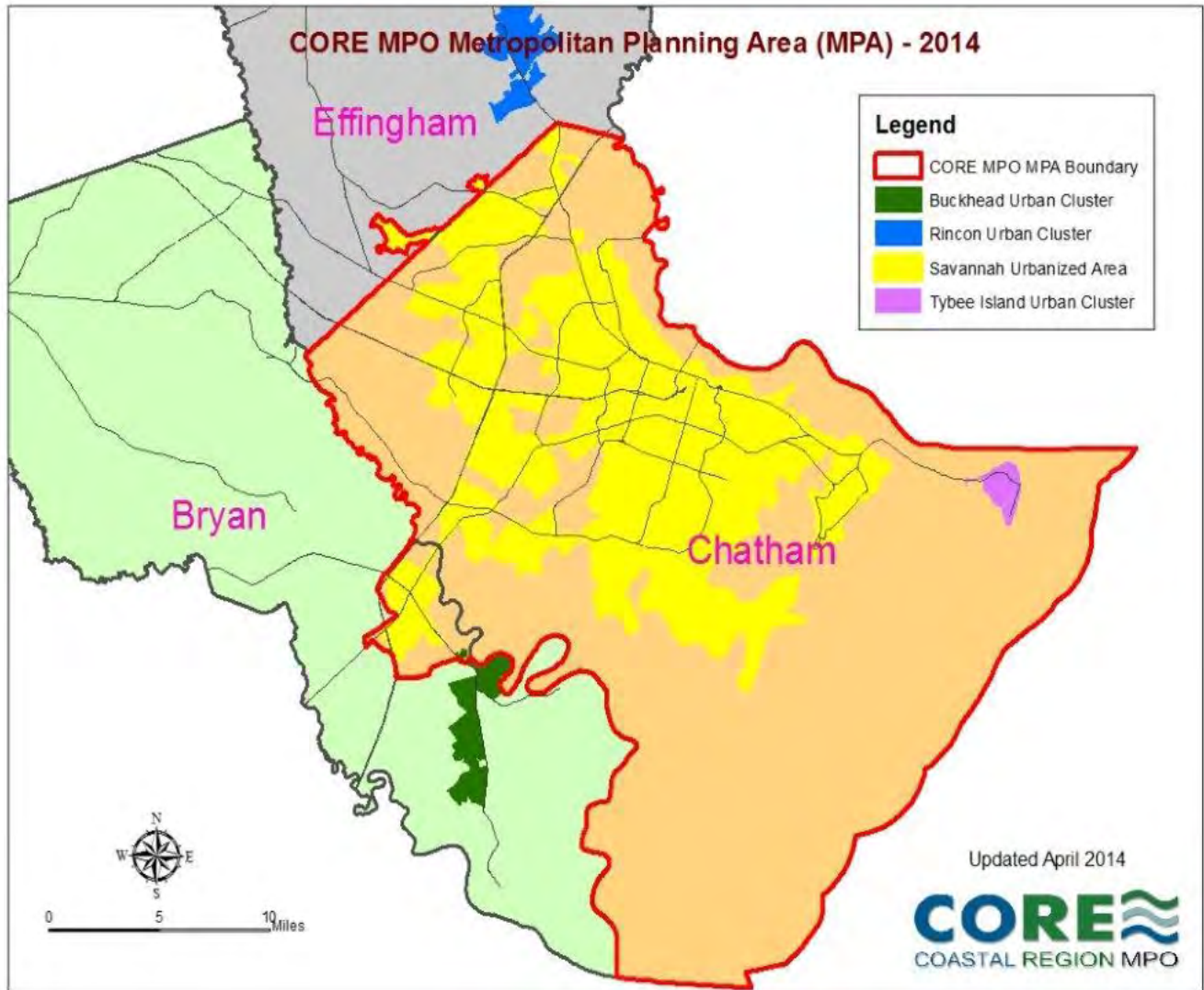
Commissioner



Notary Public



Exhibit A – Metropolitan Planning Area (MPA) Boundary of the Coastal Region Metropolitan Planning Organization (CORE MPO)



**Exhibit B – Contribution Formula of the Coastal Region
Metropolitan Planning Organization (CORE MPO)**

Exhibit B

Coastal Region Metropolitan Planning Organization Contribution Formula

The Parties agree that it is in the best interest of the public and governmental entities that the function of CORE MPO be supported. The CORE MPO's operating functions will be funded through the federal Metropolitan Planning set aside pursuant to the provisions of 23 USC §104(f), the Metropolitan Transit Planning funds pursuant to the provisions of 49 USC §5303, the federal Urban Attributable funds, and the local membership dues to match the federal grants. This Exhibit specifies the formula for membership contributions to support the CORE MPO's transportation planning process.

In general the CORE MPO's functions will be to maintain a continuing, cooperative and comprehensive transportation planning process for the Bryan – Chatham – Effingham region within the CORE MPO's MPA boundary as defined in Title 23 USC Section 134 and Section 5303 of the Federal Transit Act. The CORE MPO's detailed staff work activities and planning procedures will be outlined in the annual Unified Planning Work Program (UPWP). The CORE MPO UPWP will include detailed budget information based on the anticipated grant funding contracts with the Georgia Department of Transportation. The local match to the federal grants for MPO's operations will be based on the UPWP budget. The local matching funds will be funded by the Parties based upon a formula as described herein. The population component of the formula will be based on the 2010 decennial census population information. The formula for dues will be as follows:

The total local funds contribution will be the dollar amount approved by the CORE MPO in the Unified Planning Work Program (and budget) annually.

1. The amount of each member's contribution would be a base of \$1,000 plus a proportion based upon population. Counties would contribute based upon their unincorporated population plus 25% of the municipalities' population. Municipalities' proportional contribution would be based upon 75% of their population. Authorities would contribute a fixed amount based upon the 70th percentile of the counties and municipalities contributions. The Authorities share and the total of the \$1,000 base amounts would be subtracted from total local fund contribution amount before applying the proportional population calculation for the county or each municipality. The Georgia Department of Transportation, the Georgia Ports Authority, the Economic Development and Freight, Citizens and Accessible Transportation Advisory groups and the Chatham County – Savannah Metropolitan Planning Commission members will not be assessed dues.
2. Invoices will be sent out to members after the approval of the Unified Planning Work Program each year and payment will be due by June 30.

2010 Census CORE MPO Planning Area Population

| Jurisdiction/Agency* | Population | Percent of MPA Population | |
|--------------------------------------|----------------|---------------------------|--|
| Richmond Hill | 9,281 | 3.36% | |
| Unincorporated Bryan County in MPA | 542 | 0.20% | |
| Bloomingtondale | 2,713 | 0.98% | |
| Garden City | 8,778 | 3.18% | |
| Pooler | 19,140 | 6.92% | |
| Port Wentworth | 5,359 | 1.94% | |
| Savannah | 136,286 | 49.31% | |
| Thunderbolt | 2,668 | 0.97% | |
| Tybee Island | 2,990 | 1.08% | |
| Vernonburg | 122 | 0.04% | |
| Unincorporated Chatham County | 87,072 | 31.50% | |
| Effingham County within Savannah UZA | 1,455 | 0.53% | |
| Total CORE MPO MPA Population | 276,406 | 100.00% | |
| Chatham Area Transit | N/A | | |
| Savannah Airport Commission | N/A | | |
| Georgia Ports Authority | N/A | | |

*At this time Bryan County has not opted to join in the CORE MPO, but this agreement can be amended to include it in the future.

Appendix O

Transportation Glossary

You might encounter the following terms and acronyms while participating in the transportation planning process of the Coastal Region Metropolitan Planning Organization (CORE MPO).

| | |
|-------------------|--|
| 3C | Refers to the Continuing, Comprehensive, and Cooperative aspects of the transportation planning process. |
| AADT | The Average Annual Daily Traffic, which is a measure of the number of vehicles passing a roadway during a 24 hour period adjusted to represent an average day in the year the count was taken. |
| ACAT | Advisory Committee on Accessible Transportation, which advises Chatham Area Transit on accessibility issues with the mainline and paratransit transit systems. |
| Access Management | The process of providing and managing access to land development while preserving the regional flow of traffic in terms of safety, capacity and speed. |
| ADA | Americans with Disabilities Act, Federal legislation of 1990, which mandates changes in building codes, transportation and hiring practices to prevent discrimination against persons with disabilities. ADA requires transit operators to provide paratransit services in areas that are within 0.75 miles of the fixed route system. |
| Arterials | One of the functional classifications of streets, arterials are those which are primarily for through traffic and where access is carefully controlled. |
| Bikeway | A general term that captures many different types of bicycle facilities: paths, bike lanes, wide curb lanes, shared lanes, and others. |
| CAC | Citizens Advisory Committee |
| Capacity | A transportation facility's ability to accommodate a moving stream of people or vehicles in a given time period. |
| CAT | Chatham Area Transit Authority, the agency which provides fixed route public transportation services in Chatham County. Formerly called the Savannah Transit Authority. |
| CE | Categorical Exclusion, which is a type of action that does not individually or cumulatively have a significant impact on the human environment. A Categorical Exclusion does not require an Environmental Assessment or an Environmental Impact Statement. |
| Charrette | A meeting in which citizens are invited to participate in a full discussion of issues, interrelationships and impacts. Time limits challenge people to openly examine problems and produce tangible results. |
| Collectors | One of the functional classifications of streets, collectors are those which distribute trips from arterials and channel trips to arterials. Additionally, these roadways provide access and circulation within residential neighborhoods. |
| CMP | Congestion Management Process, which provides for effective management of new and existing transportation facilities through the use of travel demand reduction and operational management strategies. A CMP is required of all Transportation Management Areas (TMAs). |
| Complete Streets | Describes streets that are designed to accommodate not only drivers of automobiles and trucks, but also bicyclists, pedestrians, and transit users. By accommodating many modes, the streets also serve users of a wider range of ages and physical abilities (e.g. youth, elderly, wheelchair users). The |

CORE MPO FY 2017 UPWP

term is frequently used to describe the policy for accommodation, adoption of which is often necessary to achieve the change in practice of roadway design.

| | |
|----------------------|--|
| CORE MPO | Coastal Region Metropolitan Planning Organization, which conducts the transportation planning process for the area currently covering all of Chatham County and small portions of Effingham County and Bryan County, including Richmond Hill. |
| CSD | Context Sensitive Design, a method of design for transportation projects that includes consideration of multiple modes, land uses, and community values. |
| CSS | Context Sensitive Solutions, a method similar to Context Sensitive Design, but intended to also describe the participatory process of defining context and identifying appropriate design solutions. |
| CUTS | Chatham Urban Transportation Study, which was the name of the Metropolitan Planning Organization (MPO) for the Savannah urbanized area up until 2009. |
| Demand Response | A type of transit service in which passenger cars, vans or buses with fewer than 25 seats operate in response to calls from passengers or their agents to the transit operator, who then dispatches a vehicle to pick up the passengers and transport them to their destinations. Typically, the vehicles do not operate over a fixed route or on a fixed schedule and typically the vehicle may be dispatched to pick up several passengers at different pick-up points before taking them to their respective destinations. Also called paratransit. |
| Design Speed | The maximum safe speed that can be maintained over a specific section of roadway when conditions are so favorable that the design features of the roadway govern. |
| EA | Environmental Assessment, which is an interim decision document prepared for an action where the significance of social, economic or environmental impact is not clearly established. If the action is determined to have significant impact, an Environmental Impact Statement (EIS) is then prepared. If no significant impact is determined, a finding of no significant impact (FONSI) is prepared. |
| EIS | Environmental Impact Statement, a document, required under the National Environmental Policy Act, prepared for an action that is likely to have significant impact. This document summarizes the major environmental impacts, outlines issues, examines reasonable alternatives and arrives at a record of decision, identifying the selected alternative for the project. |
| EJ | Environmental Justice, which is a term referring to the Federal government's commitment to avoid, minimize or mitigate disproportionately high and adverse human health and environmental effects, including social and economic effects, on minority and low-income populations; to ensure the full and fair participation by all potentially affected communities in the transportation decision-making process; and to prevent the denial of, reduction in or significant delay in the receipt of benefits by minority and low-income populations. |
| FAST Act | Fixing America's Surface Transportation Act, signed into law December 4, 2015, replaced MAP-21 as the congressional surface transportation authorization. |
| FHWA | Federal Highway Administration, an agency of the U.S. DOT with jurisdiction over highways and bridges. |
| Fiscally Constrained | Federal regulations require that the Metropolitan Transportation Plan be financially balanced. All projects must have an identified source of funding that is reasonably expected to be available. |
| Fixed Route | A type of transit service provided on a repetitive, fixed-schedule basis along a specific route with vehicles stopping to pick up and deliver passengers to specific locations; each trip on a given route serves the same origins and destinations, unlike demand response service. |

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| FONSI | Finding of No Significant Impact. A statement that follows an Environmental Assessment in which a project was found to have no significant impacts on the quality of the human environment and for which an Environmental Impact Statement will therefore not be prepared. |
| FTA | Federal Transit Authority, an agency of the U.S. DOT with jurisdiction over public transportation. Formerly called the Urban Mass Transit Administration. |
| Functional Classification | A system used to group public roadways into classes according to their purpose in moving vehicles and providing access. The main classes are typically Arterial, Collector, and Local. |
| GIS | Geographic Information System |
| GPS | Global Positioning System uses satellite technology for accuracy in computer mapping. |
| GDOT | Georgia Department of Transportation, which administers the state-wide transportation planning processes in the State of Georgia. |
| GPA | Georgia Ports Authority, an agency that governs and directs the activities of the Port of Savannah. |
| HOV | High Occupancy Vehicle, which is a vehicle carrying a specified minimum number of persons, usually two or more. Freeways may have lanes designated for HOV use by carpoolers, vanpools and buses. |
| Intermodal | Relating to transportation by more than one means of conveyance during a single journey. |
| ISTEA | The Intermodal Surface Transportation Efficiency Act of 1991, a congressional transportation authorization that introduced a comprehensive approach to transportation problems by emphasizing innovation, intermodalism and flexibility. It also expanded the responsibilities of local governments, giving them a greater role to play. Subsequent reauthorizations (see TEA-21, SAFETEA-LU, MAP-21, FAST Act) have in turn replaced ISTEA but have continued much of the process. |
| ITS | Intelligent Transportation Systems describe technology that is designed to improve traffic flow, safety, toll collection, travel information, parking, accident/debris detection, and transit. |
| Land Use | The manner in which land or the structures on the land are used, i.e., commercial, residential, industrial, etc. |
| Local Streets | One of the functional classifications of streets, a local street is one whose primary purpose is to provide direct access to abutting properties and to roads of a higher functional classification. They provide the lowest level of mobility with through traffic movement being discouraged. |
| LOS | Level of Service, which is a qualitative measure describing the experience of the traveler by a given mode. (LOS A describes very good travel environment while LOS F describes a very poor one). It was first applied to motor vehicle travel, but now is applied to transit, bicycle, and pedestrian travel, with methods and measures appropriate to the mode. |
| L RTP | Long Range Transportation Plan. This may also be called a Metropolitan Transportation Plan (MTP). The plan identifies the transportation problems expected in a horizon period of at least 25 years and the financially constrained solutions to address those problems. |
| M230 funds | The funding code, used within Georgia, to indicate Urban Area Attributable funds, which is a type of funding in the Surface Transportation Program, and for which the MPO has the discretion to allocate to transportation projects in the planning area. |
| MAP-21 | Moving Ahead for Progress in the 21 st Century, signed into law on July 6, 2012, replaced SAFETEA-LU as the congressional surface transportation authorization. MAP-21 in turn has been replaced by subsequent reauthorization. |
| Mitigation | To avoid, minimize, rectify or reduce an impact, and in some cases, to compensate for an impact. |

CORE MPO FY 2017 UPWP

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| Mode | A particular form of travel, e.g., walking or traveling by bicycle, automobile or bus. |
| Mode Share | Each modes portion of a total number of trips. |
| Mode Split | The process by which the number of trips that will be made by two or more modes of transportation is surveyed or estimated. |
| MPC | Chatham County-Savannah Metropolitan Planning Commission, an agency which staffs the MPO, as well as other boards, and administers the MPO transportation planning process. |
| MPO | Metropolitan Planning Organization, designated by the governor, to serve a metropolitan area of 50,000 population. |
| MTP | Metropolitan Transportation Plan. This may also be called a Long Range Transportation Plan (LRTP). The plan identifies the transportation problems expected in a horizon period of at least 25 years and the financially constrained solutions to address those problems. |
| Multimodal | Planning or infrastructure that reflects consideration of more than one mode to serve transportation needs in an area. |
| NEPA | National Environmental Policy Act, which is a law enacted in 1969 that established a national environmental policy requiring that any project using Federal funding or approval, including transportation projects, examine the effects the proposal and alternative choices have on the environment before a Federal decision is made. |
| NHS | National Highway System, which is composed of approximately 160,000 miles of rural and urban roads. It includes the Interstate System, other routes identified as having strategic defense characteristics, routes providing access to major ports, airports, public transportation, intermodal transportation facilities, and routes of particular importance to local governments. The federal government allocates a certain amount of transportation funding to these routes, which is not to be used on “off-system” roadways. |
| Non-Motorized | In transportation planning, this term typically describes bicycling and walking used as a means of travel. |
| Paratransit | A type of transit service in which passenger cars, vans or buses with fewer than 25 seats operate in response to calls from passengers or their agents to the transit operator, who then dispatches a vehicle to pick up the passengers and transport them to their destinations. Typically, the vehicles do not operate over a fixed route or on a fixed schedule and typically the vehicle may be dispatched to pick up several passengers at different pick-up points before taking them to their respective destinations. Also called demand response service. |
| Park-and-Ride Lot | A parking area to which passengers drive their cars, leave them for the day and board transit vehicles or carpool for the rest of their trip. |
| Participation Plan | Provides an overview of the goals and objectives of the MPO participation process and the participation techniques the MPO is committed to conducting for specific transportation planning programs and products. |
| PE | Preliminary Engineering, which an early phase in a project’s development process. |
| PL funds | Planning funds apportioned from Federal Highway Administration through state DOTs to MPOs, for the purpose of carrying out activities in Section 134, Metropolitan Planning, of US Code Title 23. |
| Public Hearing | A formal event held prior to a decision that gathers community comments and positions from all interested parties for public record and input into decisions. |
| Public Meeting | A formal or informal even designed for a specific issue or community group where information is presented and input from community residents is received. |

CORE MPO FY 2017 UPWP

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| ROD | Record of Decision, which is a concise decision document for an environmental impact statement that states the decision (selected alternative or choice), other alternatives considered and mitigation adopted for the selected alternative or choice. |
| ROW | Right-of-way, which is the land needed for the construction and operation of a transportation facility. ROW acquisition is a middle phase of a project's development process. |
| SAFETEA-LU | The Safe, Accountable, Efficient Transportation Equity Act: a Legacy for Users. Signed into law in August 2005, this was the federal re-authorization of the Transportation Equity Act for the 21 st Century (TEA-21). SAFETA-LU in turn has been replaced by subsequent reauthorizations. |
| SAGIS | Savannah Area Geographical Information System, a regional Geographic Information System created by the MPC, City of Savannah, and Savannah Electric (now Georgia Power). |
| Sec. 5303 funds | Funds apportioned by the Federal Transit Administration, through the state DOT, to the MPO, for the purpose of carrying out activities in Section 5303, Metropolitan Transportation Planning, of US Code Title 49. |
| SMSA | Savannah Metropolitan Statistical Area, encompasses the Savannah Urbanized Area and all of Chatham County. |
| SOV | Single-occupancy vehicle, in contrast to ridesharing methods such as carpooling, vanpooling, and mass transit. |
| SPLOST | The Special Purpose Local Options Sales Tax, which is a one percent sales tax to fund a variety of projects including drainage improvements, open space acquisition, greenways/bikeways, roadway improvements and other capital outlay projects. |
| SRTA | State Road and Tollway Authority, the transportation infrastructure financing arm of the State of Georgia. |
| STIP | State Transportation Improvement Program, prepared by GDOT, is a staged, multiyear listing of projects proposed for Federal, State and local funding encompassing the entire State of Georgia. It is a compilation of the Transportation Improvement Programs (TIPs) prepared for the metropolitan areas, as well as project information for the non-metropolitan areas of the State and for transportation between cities. |
| STP | Surface Transportation Program, which is described in US Code Title 23, Section 133. It is typically amended somewhat in each congressional surface transportation authorization act, along with other sections of Title 23 and of other Titles. |
| TAP | Transportation Alternatives Program, which is the name of a program initiated in the MAP-21 authorization act, and which also describes projects similar to the former Transportation Enhancement projects in previous authorizations (bicycle, pedestrian, and certain other types of projects). |
| TAZ | Transportation Analysis Zone, which is a census-based geographical unit used to spatially organize socio-economic and land use data within traditional transportation planning models. |
| TCC | Technical Coordinating Committee, which provides the technical guidance and direction to CORE MPO. |
| TDM | Transportation Demand Management, which includes various strategies to reduce demands for roadway supply, such as encouraging transit and other ride-sharing, encouraging shifts to non-motorized modes, shifts in time of travel through staggered work hours, or trip elimination through telecommuting |
| TE | Transportation Enhancements, a program begun under TEA-21 that provides funding for a broad range of activities that enhance natural and cultural resources related to transportation, including bicycle and pedestrian projects. TEA-21 required that ten percent of STP funds be set aside for TE |

CORE MPO FY 2017 UPWP

projects. MAP-21 replaced Transportation Enhancements with the Transportation Alternatives Program, which was no longer a ten percent set-aside. The FAST Act continued the Transportation Alternatives Program.

| | |
|---------------------------|---|
| TEA-21 | The Transportation Equity Act for the 21st Century, signed into law in June 1998, was the congressional reauthorization of ISTEA. TEA-21 in turn has been replaced by subsequent reauthorizations. |
| Teleride | The local paratransit services operated by a third party under contract with CAT |
| TIP | Transportation Improvement Program – the short-range transportation planning document. Projects or studies in the Long Range Transportation Plan appear in the TIP when they have been designated by the MPO to receive funding for preliminary engineering (PE), right-of-way acquisition (ROW), utilities, or construction within the next four fiscal years (four-year range required by legislation). |
| TMA | Transportation Management Area, which is an urbanized area with a population of over 200,000 individuals. |
| Traffic Calming | Measures to slow traffic speeds, which include speed bumps, narrowing streets by putting striping on each side for bikes and pedestrians, traffic islands, roundabouts and curving streets. Their purpose is to make streets safer. |
| Travel Demand Forecasting | A process using statistical planning models/analyses to evaluate the demand for proposed transportation facilities, the impact of development on transportation facilities and consequences of transportation policies and actions. |
| TSM | Transportation System Management, which includes various tactics to improve operations of the existing transportation system, such as signal synchronization and intersection improvements. TSM is an alternative way to increase capacity without constructing additional through lanes or new roads. |
| UPWP | Unified Planning Work Program, which outlines the MPO staff's budget and work in carrying out the transportation planning activities in a fiscal year. |
| USDOT | United States Department of Transportation, a federal agency created to assist state and local governments in the planning of all modes of transportation. |
| Vanpool | A formal travel arrangement in which a specific group of people regularly ride together in a van, usually for work commute. The riders share costs through seat "subscriptions." The driver is a commuter like the riders, and takes the van home. Often the driver is allowed limited personal use of the van and/or free or reduced seat subscription price. In some cases, employers help cover the costs of the seat subscriptions, as an employee benefit. |
| VMT | Vehicle Miles Traveled, which is a measure of roadway travel that totals the miles traveled by each vehicle in the region. It provides planners and decision-makers with an indication of current and future driving conditions for roadway segments. |

Appendix P

GDOT Correspondence Regarding Discretionary PL Funding Awards



April 15, 2016

GAMPO Board Members

Subject: March 2016 PL Funds Review Committee Meeting

Dear GAMPO Members:

The Department would like to first thank you for the successful execution of the inaugural PL Funds Review Committee Meeting that was held on March 31, 2016. Your efforts as GAMPO members led to a productive implementation of the new funding policy and procedures. This letter will serve as official correspondence from the Department acknowledging and highlighting the results of the March 31, 2016 meeting.

Prior to the meeting, the Department received application requests from four MPOs: Athens, Gainesville-Hall, Hinesville, and Savannah. Listed below are the application summaries, cost summaries, and the voting results.

- **Athens MPO:** Requested \$350,000 (\$280,000 Federal; \$70,000 Local) to update the LRTP to include performance based planning & programming to accommodate for all required FHWA required elements; including goals, performance measures, and targets. The PL Funds Review Committee voted yes for approval of this application request.
- **Athens MPO:** Requested \$25,000 (\$20,000 Federal; \$5,000 Local) to purchase traffic counting equipment for member counties to use within the MPO jurisdiction. The PL Funds Review Committee voted to table this application request until the next meeting in September 2016.
- **Gainesville-Hall MPO:** Requested \$100,000 (\$80,000 Federal; \$20,000 Local) to complete the Green Street Improvement Feasibility Study – Phase II. The study will focus on a larger regional approach for improving other areas with the overall goal of diverting traffic away from Green Street. The PL Funds Review Committee voted yes for approval of this application request.
- **Gainesville-Hall MPO:** Requested \$218,750 (\$175,000 Federal; \$43,750 Local in-kind match) to develop a Regional Freight Study. The study will focus on developing a micro-level freight analysis and targeted freight improvement projects within the MPO jurisdiction. The PL Funds Review Committee voted yes for approval of this application request.
- **Hinesville MPO:** Requested \$81,500 (\$65,200 Federal; \$16,300 Local) to develop a Regional Freight Plan. The freight plan will provide a policy framework and the short and long-term capital improvement projects needed to support the region's planned development potential for freight. The PL Funds Review Committee voted yes for approval of this application request.

- **Savannah MPO:** Requested \$250,000 (\$200,000 Federal; \$50,000 Local) for travel demand model improvements. The request will develop specific modeling processes and procedures to assess the impact of transportation improvements in achieving established and emerging performance measures and targets. The PL Funds Review Committee voted to table this application request until the next meeting in September 2016.
- **Savannah MPO:** Requested \$375,000 (\$300,000 Federal; \$75,000 Local) to update the initial Congestion Management Process (CMP). The request will update the initial 2003/2004 CMP via development of new congestion mitigation and demand management strategies and recommendations. The PL Funds Review Committee voted yes for approval of this application request.
- **Savannah MPO:** Requested \$150,000 (\$120,000 Federal; \$30,000 Local) to develop Transportation Demand Management Strategies. The request will continue build upon the CMP and model refinement tasks to develop transportation demand management strategies and implementation recommendations. The PL Funds Review Committee voted yes for approval of this application request.
- **Savannah MPO:** Requested \$50,000 (\$40,000 Federal; \$10,000 Local) to develop socio-economic data. The request will supply information that is essential to the development of the travel demand model for the purposes of updating the Metropolitan Transportation Plan (MTP). The PL Funds Review Committee voted yes for approval of this application request.

Of the nine applications submitted by the four MPOs, seven were selected for approval by the PL Funds Review Committee. The seven projects selected totaled an allotment amount of \$1,060,200.00 in supplemental PL Funds and \$285,050.00 in total Local matches. For the two applications requests that were tabled until the September meeting, the GAMPO board members will continue further discussion and communication on the items prior to the next September meeting to determine how to best address the tabled items.

The MPOs that received supplement PL Funds allotments must follow all standard FHWA procurement procedures. Additionally, the MPOs that received supplement PL Funds allotments will need to work with their respective GDOT transportation planner to execute the contract process.

The overall implementation for the new PL Funds process was successful; however, the Department has provided approaches to improve the next meeting. First, the Department will develop frequently asked questions (FAQs) on its website as a new resource for MPOs in order to provide quick answers to commonly asked questions. Secondly, the Department recommends placing a time limit on each application that will be discussed. The previous meeting came close to reaching the two hour maximum meeting time cap; therefore, we want to ensure all application requests are properly discussed and vetted within the appropriate meeting timeframe.

The MPOs that were allotted supplemental PL Funds will need to provide progress status updates at the next meeting in September. This will enable the PL Funds Review Committee to thoroughly track completion progress, dollar amounts spent, and provide an effective oversight measure.

We look forward to continue working with the GAMPO members and the MPOs in this process. If you have any additional questions please feel free to contact Quinton L. Spann at 404-631-1646 or at gspann@dot.ga.gov.

Sincerely,



Cynthia L. VanDyke
State Transportation Planning Administrator

CLV:qls

cc: Andrew Edwards, FHWA
Matthew Fowler, GDOT Planning
Tom McQueen, GDOT Planning
Radney Simpson, GDOT Planning

Appendix Q

GDOT Directions for Incorporating Discretionary PL Funds Into the UPWP

Mark Wilkes

From: Spann, Quinton L [QSpann@dot.ga.gov]
Sent: Monday, April 18, 2016 9:05 AM
To: Mark Wilkes
Cc: Fowler, Matthew; McQueen, Thomas; Harris, Krystal; Mertz, Kaycee; Little, Aries
Subject: RE: Discretionary Planning Funds in the 2017 UPWP

Mark,

We recommend that each activity funded by the PL Funds Review Committee be listed as a separate item (separate chapter, separate section, separate however the MPO prefers) in the UPWP, with funding somehow shown separately from the standard UPWP funding table. This activity should re-appear in each year's UPWP, as long as the activity is continuing to be funded and is on-going. Differentiate these funds from the regular, annual, formula based funding amounts. Calling them something along the lines of "PL Funds Approved by the PL Funds Review Committee, in April 2016" would probably be good enough. If an MPO has multiple activities funded, each one should be identified separately both with a separate description and separate funding amounts.

Thanks,

Quinton L. Spann
Office of Planning
One Georgia Center
600 West Peachtree St. NW
Atlanta, GA 30308
404-631-1646
qspann@dot.ga.gov

From: Little, Aries
Sent: Monday, April 18, 2016 7:43 AM
To: Spann, Quinton L
Subject: FW: Discretionary Planning Funds in the 2017 UPWP

From: Little, Aries
Sent: Tuesday, April 12, 2016 11:23 AM
To: 'Mark Wilkes'; Harris, Krystal
Subject: RE: Discretionary Planning Funds in the 2017 UPWP

Mark,

As a follow-up to my email below, you may also forward your concerns to the email used to submitted request for unspent PL funds.

From: Little, Aries
Sent: Tuesday, April 12, 2016 11:14 AM
To: 'Mark Wilkes'; Harris, Krystal
Subject: RE: Discretionary Planning Funds in the 2017 UPWP

Good Morning Mark,

Thank you for expressing your concerns.

I will check with our team members that is responsible for PL funding process. Once they have provided guidance, I will be sure to contact you as soon as possible.

Thanks Mark and have a wonderful day.

From: Mark Wilkes [<mailto:wilkesm@thempc.org>]
Sent: Monday, April 11, 2016 5:18 PM
To: Little, Aries; Harris, Krystal
Subject: Discretionary Planning Funds in the 2017 UPWP
Importance: High

What are your thoughts the way that the discretionary planning funds, per the PL Funds Review Committee process, should be characterized in the 2017 UPWP? Do they need to be differentiated from the formula PL funds? If so, what do you want me to call them, since it looks like they come from several sources? If I lump them in with the other PL funds for a task such as the CMP Update, then it might become somewhat hard to track. I know that we talked last week about showing staff oversight on special studies by including a written description, but did you want a \$ breakdown for that as well?

Please advise.

Mark Wilkes, P.E., AICP
Director of Transportation
Coastal Region MPO
PO Box 8246, 110 East State Street
Savannah, GA 31412-8246

(912) 651-1477
wilkesm@thempc.org
<http://www.corempo.org>

All work zones have rules. And this week - National Work Zone Awareness Week - Georgia DOT reminds motorists that following the rules for driving in work zones can make the difference between life and death. Obey the Rules: Pay Attention – Slow Down – Watch for Workers. For more information, visit www.dot.ga.gov/DS/SafetyOperation/Workzone.

Appendix R

Comments Received on the FY 2017 UPWP at CORE MPO Advisory Committee Meetings



Input on: 1) Congestion Management Process Update, 2) Transportation Demand Management Strategies, and/or 3) Socio-economic Data Efforts

COMMENT CARD

If you have comments on the need or scope for the **Congestion Management Process Update**, please provide here:

1) Need:

The need exists.

2) Scope of work:

The scope is sufficient

If you have comments on the need or scope for the **Transportation Demand Management Strategies**, please provide here:

1) Need:

2) Scope of work:

If you have comments on the need or scope for the **Socio-economic Data effort**, please provide here:

1) Need:

2) Scope of work:

Additional comments:



Input on: 1) Congestion Management Process Update, 2) Transportation Demand Management Strategies, and/or 3) Socio-economic Data Efforts

COMMENT CARD

If you have comments on the need or scope for the **Congestion Management Process Update**, please provide here:

1) Need:

The port expansion needs to take into account rail and truck movement from port

2) Scope of work:

If you have comments on the need or scope for the **Transportation Demand Management Strategies**, please provide here:

1) Need:

Please take into account the possibility that the long commutes of today might move toward high density residential close to employment areas

2) Scope of work:

If you have comments on the need or scope for the **Socio-economic Data effort**, please provide here:

1) Need:

Assure safe public transport is available from depressed residential to high employment areas

2) Scope of work:

Additional comments:



ACAT 4/25/16
Comments

STUDIES WITH HIGHWAY PLANNING DISCRETIONARY FUNDS

Input on: 1) Congestion Management Process Update, 2) Transportation Demand Management Strategies, and/or 3) Socio-economic Data Efforts

COMMENT CARD

If you have comments on the need or scope for the **Congestion Management Process Update**, please provide here:

1) Need:

James A - thinks definitely needed

2) Scope of work:

If you have comments on the need or scope for the **Transportation Demand Management Strategies**, please provide here:

1) Need:

2) Scope of work:

If you have comments on the need or scope for the **Socio-economic Data effort**, please provide here:

1) Need:

James A - thinks definitely needed.

2) Scope of work:

Additional comments:

Appendix S

GDOT Comments on the FY 2017 UPWP Amended April 27, 2016

| Page | GDOT Comments | MPO Responses | GDOT's Follow-up to Final UPWP |
|------|--|---|---|
| 19 | Include study under 4.13 per phone conference regarding M230 studies | Task 4.5 was used for consistency and continuity with prior years, and to provide greater clarity and transparency. Please confirm that you want to | Task 4.5 Road Diet Feasibility Study was requested to be placed under Task 4.13 Strategic studies since it is not a required planning document and it is a M230 study. Staff has also documented the study in Appendix E; however, the Road Diet Feasibility Study is still reflected as a separate task. Moved. |

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| <p>29</p> | <p>Studies that were completed should be referenced under <i>Previous Work</i>.</p> | <p>This was already done, even though some predictions had to be made in order to reflect the anticipated states of completion as of the onset of FY 2017.</p> | <p>Staff referenced the completion of the Participation Plan under Task 4.13. However, FY 16 UPWP Task 2.3 Participation Plan indicates the plan was funded using 5303 funds and the completion of the plan is documented under Task 2.3 Participation Plan per the request of Planning. The Participation Plan should be removed from 4.13 and remain referenced under 2.3.</p> <p>Done.</p> <p>TASK # 2 Public Involvement <i>Sub-element 2.3 Participation Plan</i> ALI 44.21.00</p> <hr/> <p>Objective: The Participation Plan (PP) was updated in FY 2016. No work is anticipated in FY 2017. This task is included in the FY 2017 work program at the request of GDOT to talk about the work that was accomplished last year in FY 2016.</p> <p>Previous Work: The updated CORE MPO Participation Plan was adopted on March 9, 2016. MPC staff conducted the update without the use of consultants. The fully updated PP reflects the CORE MPO's revised MPA boundary and committee structure, and meets the latest federal planning requirements.</p> <p>TASK # 4 Systems Planning <i>Sub-element 4.13 Strategic Transportation Studies</i> ALI 44.24.00</p> <hr/> <p>Objective: Conduct or participate in special strategic transportation studies on an as-needed basis in response to the needs of the MPO and its transportation stakeholders. Highway, transit, bicycle, and pedestrian modes are included. <i>This task addresses all of the core MPO functions by establishing a setting for effective decision making and public participation, identifying alternative transportation improvements and preparing and maintaining the MTP and the TIP.</i></p> <p>Previous Work: Completed the Montgomery Street Two-Way Traffic Study, the I-16 Interchange Modification Report, Scoping and Development Plan, Freight Transportation Plan Phase II, the Urban Circulator Feasibility Study, the Greater Downtown Savannah Parking and Mobility Study* and Strategic Plan, the Savannah Regional TCC Phase II, the TMC Symposium, the Participation Plan Update, the Canal District Connectivity Plan,* the Victory Drive Corridor Study Phase II and the Montgomery Street Two-Way Traffic Study in FY 2016.</p> <p>Planning is requesting for the staff to update the previous work section due to the inaccurate documentation of the previous work section. Please refer to the comments in Appendix E (previously Appendix D) because the comments address inconsistencies between Task 4.13 and Appendix E.</p> <p>This is second time that instructions for this table have been changed since the format was first provided by GDOT. Each time, the table was presented in the format requested with the information requested.</p> <p>Per May 17, 2016 email from Krystal Harris, a date will be added to the table to clarify that the table reflects percent complete, based on invoices received to date at time of writing, which is time dependent, and does not reflect the end of year forecast completion status of projects requested to be presented elsewhere in the document. Email body follows.</p> |
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| | | | <p>From: Harris, Krystal [mailto:kharris@dot.ga.gov] Sent: Tuesday, May 17, 2016 9:50 AM To: Mark Wilkes Cc: Tamara.Christion@dot.gov; andrew.edwards@dot.gov; McQueen, Thomas; Tom Thomson; Little, Aries Subject: RE: CORE's FY 17 UPWP Pending Follow-up</p> <p>Hi Mark,</p> <p>I concur with what you said in your email. I think initially what we agreed to didn't involve us thinking ahead and now that we've seen it, it's a bit contradictory to say the study is complete but the % complete does not mirror the same. My apologies on that. If it's no trouble, for the sake of avoiding conflicting information in your UPWP for studies that are in fact complete or will be complete by the end of FY 16, go ahead and show the 100% as option number 1. Option number 2 which may be much simpler, is to add a footnote at the end of your table noting an "updated as of ..." to inform the reader that the table was updated prior to the close of the fiscal year. We would be good with either option your choose. Again our goal is to avoid conflicting information. Thanks for the clarity Mark and thanks for being flexible.</p> <p>Sincerely,</p> <p>Krystal F. Harris Southeast Georgia Branch Chief Office of Planning 404.631.1746 (o) 404.631.1957 (f) 404.558.6983 (m)</p> <p>From: Mark Wilkes [mailto:wilkesm@thempc.org] Sent: Tuesday, May 17, 2016 9:11 AM To: Little, Aries; Tom Thomson Cc: Tamara.Christion@dot.gov; andrew.edwards@dot.gov; Harris, Krystal; McQueen, Thomas Subject: RE: CORE's FY 17 UPWP Pending Follow-up</p> <p>Aries:</p> <p>Most of this appears to be straightforward, but I have a question regarding your comments on Appendix E. It appears that this is the second time you have changed your instructions on what the table should contain since it was first added to for the draft 2017 UPWP.</p> <p>Based on our conference call with Krystal on April 6, it was agreed that the percent complete in this table would reflect the most recent quarterly invoice. At that time, the most recent available invoices were for the quarter ending December 31, 2015. It was agreed to go with that quarter. I was also asked, elsewhere in the document, to predict a study's completion status as of the beginning of FY 2017 for the sake of the project</p> |
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descriptions under previous work. Given this, there will be cases where a project is described as complete under previous work, while the summary table, which was based on current invoicing status lags behind. Would you like me to change the content of Appendix E to make the completion status predictive of the end of FY 2016 for all tasks as well? I'm willing to do it either way, but this is not what you asked for initially.

Let me know.
 Mark Wilkes, P.E., AICP
 Director of Transportation
 Coastal Region MPO
 PO Box 8246, 110 East State Street
 Savannah, GA 31412-8246

(912) 651-1477
wilkesm@thempc.org
<http://www.corempo.org>

From: Little, Aries [<mailto:arlittle@dot.ga.gov>]
Sent: Monday, May 16, 2016 3:13 PM
To: Tom Thomson
Cc: Mark Wilkes; Tamara.Christion@dot.gov; andrew.edwards@dot.gov; Harris, Krystal; McQueen, Thomas
Subject: CORE's FY 17 UPWP Pending Follow-up

Good Afternoon,

Thank you for submitting the final UPWP. GDOT Planning has provided 6 additional follow up responses to the March 2nd comments. In the attachment, you will find the original tables and Planning's follow-up to the final draft UPWP. Once the MPO has addressed these final 6 comments, GDOT Planning can provide a final concurrence. Please feel free to contact me, if you should have any additional questions.

Thank you and have a wonderful day.

Aries C. Little- Transport Planning Spec 2
GDOT Office of Planning
600 W. Peachtree St. NW, 5th Floor
Atlanta, GA 30308
O:404-631-1795

| Prior Year Authorizations | | | | Status | | Project Targets | |
|--------------------------------------|-------|-------------|--------------|-----------------|------------------|-----------------|--------|
| Study Name | PI | Author ized | Study Budget | Funds Remaining | Percent Complete | Start | Finish |
| Montgomery St. Two-Way Traffic Study | 10562 | 2015 | \$35,600.00 | \$10,324.00 | 71% | Sep-15 | Mar-16 |

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|--|--|--|---|-------|------|--------------|-------------|-----|--------|--------|
| | | | Greater Downtown Savannah Parking and Mobility Study and Strategic Plan | 10562 | 2014 | \$260,000.00 | \$59,565.97 | 76% | Jan-15 | Jun-16 |
| | | | Savannah Regional TCC Phase II (CMP Phase 3) | 10027 | 2013 | \$150,000.00 | \$81,720.00 | 46% | Apr-14 | Jun-16 |
| | | | TMC Symposium | 10027 | 2016 | \$19,897.86 | \$16,352.51 | 18% | Jul-15 | |

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| | The following information should be provided on 4.13: 1) The purpose and description of the studies. 2) Clarity of the work activities will be completed with PL and M230 budgeted. | 1) Detail added. 2) Done and done. | Per the procurement process provided by FHWA, please describe each study individually. Done |
| 30 | Footnote 39: If PL funds will be used for oversight, then it should be specified for each study. | PL funds are almost always used when oversight is called for. We have tried to make this more clear in the revised draft. Note that breakdowns for consultants and staff oversight etc., would be clearly spelled out in the upcoming GDOT/MPC funding contract and subject to GDOT approval. | Next to each study or using a footnote, please state which study will use PL or M230 funds for MPO staff oversight. Done ⁴³ M230 funded tasks may include funding for MPO staff oversight. If included, this is typically in the range of 10% to 12% and is spelled out in the GDOT/MPC funding contract. 34 |
| Appendix E | In the appendix, staff disregarded some of the Departments original comments please see attachment. | | . |

| Comments/Responses from Oct. 2015 Draft | | | GDOT's Follow-up to Final UPWP | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|---|---|--|--|-----------------|------------------|-----------------|--------|---------------------------|--|--|--|--------|--|-----------------|--|------------|----|------------|--------------|-----------------|------------------|-------|--------|--|--|--|--|--|--|--|--|
| 1-28 | <ul style="list-style-type: none"> Previous work descriptions should only include the work that was completed during the previous fiscal year. Although some activities might be annual, staff should thoroughly evaluate their anticipated work and products for the fiscal year. This document does not deviate any from FY 16 or 15. | Revised. See comments below Ongoing tasks are reflected as such. Periodic task schedules have been updated. | It was requested to revise the previous work sections for Tasks 1.4, 4.6, and 4.11; however, these sections still reflect completed work activities prior to FY 2016. Done. Previously, some earlier work was left in to help the reader, including review agencies and the general public understand the process and progression of tasks in the work program in context. This additional explanatory text has been removed. | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 28 | Sub-Element 4.13 Strategic Transportation Studies <ul style="list-style-type: none"> Will discuss in detail during the phone conference | Table added. | On Task 4.13 Strategic Transportation Studies, staff was requested to update the previous work section to reference studies completed in FY 2016. However, Appendix E denotes the Greater Downtown Savannah Parking and Mobility Study and Strategic Plan as 76% complete; and the Montgomery St. Two-way Traffic Study as 71% complete; and the TMC Symposium as 18% complete (see clips in the highlight rectangle). On Task 4.13 Strategic Transportation Studies, the Urban Circulator Feasibility Study is not illustrated in Appendix F. The Urban Circulator Study was completed in FY 2015 and has been removed. The LRTP Modification for MPO Boundary Expansion was noted as 100% complete in the 5 th reimbursement request and adopted in March 2016. This study should be referenced under the Previous Work task of 4.13 and revised accordingly in the Appendix. The LRTP modification was carried out under 4.11. A cross reference statement has been added to 4.13. | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | <table border="1"> <thead> <tr> <th colspan="4">Prior Year Authorizations</th> <th colspan="2">Status</th> <th colspan="2">Project Targets</th> </tr> <tr> <th>Study Name</th> <th>PI</th> <th>Authorized</th> <th>Study Budget</th> <th>Funds Remaining</th> <th>Percent Complete</th> <th>Start</th> <th>Finish</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table> | | | | | Prior Year Authorizations | | | | Status | | Project Targets | | Study Name | PI | Authorized | Study Budget | Funds Remaining | Percent Complete | Start | Finish | | | | | | | | |
| Prior Year Authorizations | | | | Status | | Project Targets | | | | | | | | | | | | | | | | | | | | | | | | | |
| Study Name | PI | Authorized | Study Budget | Funds Remaining | Percent Complete | Start | Finish | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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| L RTP Modifications for MPO Boundary Expansion | 10562 | 2014 | \$60,000.00 | \$7,557.45 | 85% | Jul-15 | Mar-16 |
|--|-------|------|-------------|------------|-----|--------|--------|

The Freight Transportation Plan Land Use Analysis is a component of the Freight Transportation Plan Phase II which is complete; therefore, it should be referenced under the Previous Work task of 4.13 and revised accordingly in the Appendix. **The Freight Plan was carried out under task 4.10 Freight Planning per the standard Georgia UPWP template. A cross referencing statement has been added to 4.13.**

| Prior Year Authorizations | | | | Status | | Project Targets | |
|---|-------|-------------|--------------|-----------------|------------------|-----------------|--------|
| Study Name | PI | Author ized | Study Budget | Funds Remaining | Percent Complete | Start | Finish |
| Freight Transportation Plan Land Use Analysis | 10027 | 2016 | \$20,000.00 | \$0.00 | 100% | Jul-15 | Dec-15 |

The I-16 IMR Study Management is a work task designed for the development of I-16 IMR, Scoping and Development Plan which is complete. Therefore the I-16 IMR Study Management should be revised accordingly in the Appendix. **See Krystal Harris email. This table is based on invoices to date at the time of writing and will not match the end of FY completion status.**

| Prior Year Authorizations | | | | Status | | Project Targets | |
|---------------------------|------|-------------|--------------|-----------------|------------------|-----------------|--------|
| Study Name | PI | Author ized | Study Budget | Funds Remaining | Percent Complete | Start | Finish |
| I-16 IMR Study Management | 8607 | 2013 | \$16,965.00 | \$1,695.68 | 90% | Oct-13 | Dec-15 |

Due to the inconsistencies resulting from staff's updates, it is requested that the MPO staff assess the previous work sections of Task 4.13 Strategic Transportation Studies and Appendix E for consistencies and document the status of the studies appropriately. **See Krystal Harris email. The inconsistencies are because the two sections reference different things. This has been clarified in the document. All of this information was added at the request of GDOT.**

Appendix T

GDOT Notice of Award of Discretionary Planning Awards



April 15, 2016

GAMPO Board Members

Subject: March 2016 PL Funds Review Committee Meeting

Dear GAMPO Members:

The Department would like to first thank you for the successful execution of the inaugural PL Funds Review Committee Meeting that was held on March 31, 2016. Your efforts as GAMPO members led to a productive implementation of the new funding policy and procedures. This letter will serve as official correspondence from the Department acknowledging and highlighting the results of the March 31, 2016 meeting.

Prior to the meeting, the Department received application requests from four MPOs: Athens, Gainesville-Hall, Hinesville, and Savannah. Listed below are the application summaries, cost summaries, and the voting results.

- **Athens MPO:** Requested \$350,000 (\$280,000 Federal; \$70,000 Local) to update the LRTP to include performance based planning & programming to accommodate for all required FHWA required elements; including goals, performance measures, and targets. The PL Funds Review Committee voted yes for approval of this application request.
- **Athens MPO:** Requested \$25,000 (\$20,000 Federal; \$5,000 Local) to purchase traffic counting equipment for member counties to use within the MPO jurisdiction. The PL Funds Review Committee voted to table this application request until the next meeting in September 2016.
- **Gainesville-Hall MPO:** Requested \$100,000 (\$80,000 Federal; \$20,000 Local) to complete the Green Street Improvement Feasibility Study – Phase II. The study will focus on a larger regional approach for improving other areas with the overall goal of diverting traffic away from Green Street. The PL Funds Review Committee voted yes for approval of this application request.
- **Gainesville-Hall MPO:** Requested \$218,750 (\$175,000 Federal; \$43,750 Local in-kind match) to develop a Regional Freight Study. The study will focus on developing a micro-level freight analysis and targeted freight improvement projects within the MPO jurisdiction. The PL Funds Review Committee voted yes for approval of this application request.
- **Hinesville MPO:** Requested \$81,500 (\$65,200 Federal; \$16,300 Local) to develop a Regional Freight Plan. The freight plan will provide a policy framework and the short and long-term capital improvement projects needed to support the region's planned development potential for freight. The PL Funds Review Committee voted yes for approval of this application request.

- **Savannah MPO:** Requested \$250,000 (\$200,000 Federal; \$50,000 Local) for travel demand model improvements. The request will develop specific modeling processes and procedures to assess the impact of transportation improvements in achieving established and emerging performance measures and targets. The PL Funds Review Committee voted to table this application request until the next meeting in September 2016.
- **Savannah MPO:** Requested \$375,000 (\$300,000 Federal; \$75,000 Local) to update the initial Congestion Management Process (CMP). The request will update the initial 2003/2004 CMP via development of new congestion mitigation and demand management strategies and recommendations. The PL Funds Review Committee voted yes for approval of this application request.
- **Savannah MPO:** Requested \$150,000 (\$120,000 Federal; \$30,000 Local) to develop Transportation Demand Management Strategies. The request will continue build upon the CMP and model refinement tasks to develop transportation demand management strategies and implementation recommendations. The PL Funds Review Committee voted yes for approval of this application request.
- **Savannah MPO:** Requested \$50,000 (\$40,000 Federal; \$10,000 Local) to develop socio-economic data. The request will supply information that is essential to the development of the travel demand model for the purposes of updating the Metropolitan Transportation Plan (MTP). The PL Funds Review Committee voted yes for approval of this application request.

Of the nine applications submitted by the four MPOs, seven were selected for approval by the PL Funds Review Committee. The seven projects selected totaled an allotment amount of \$1,060,200.00 in supplemental PL Funds and \$285,050.00 in total Local matches. For the two applications requests that were tabled until the September meeting, the GAMPO board members will continue further discussion and communication on the items prior to the next September meeting to determine how to best address the tabled items.

The MPOs that received supplement PL Funds allotments must follow all standard FHWA procurement procedures. Additionally, the MPOs that received supplement PL Funds allotments will need to work with their respective GDOT transportation planner to execute the contract process.

The overall implementation for the new PL Funds process was successful; however, the Department has provided approaches to improve the next meeting. First, the Department will develop frequently asked questions (FAQs) on its website as a new resource for MPOs in order to provide quick answers to commonly asked questions. Secondly, the Department recommends placing a time limit on each application that will be discussed. The previous meeting came close to reaching the two hour maximum meeting time cap; therefore, we want to ensure all application requests are properly discussed and vetted within the appropriate meeting timeframe.

The MPOs that were allotted supplemental PL Funds will need to provide progress status updates at the next meeting in September. This will enable the PL Funds Review Committee to thoroughly track completion progress, dollar amounts spent, and provide an effective oversight measure.

We look forward to continue working with the GAMPO members and the MPOs in this process. If you have any additional questions please feel free to contact Quinton L. Spann at 404-631-1646 or at gspann@dot.ga.gov.

Sincerely,



Cynthia L. VanDyke
State Transportation Planning Administrator

CLV:qls

cc: Andrew Edwards, FHWA
Matthew Fowler, GDOT Planning
Tom McQueen, GDOT Planning
Radney Simpson, GDOT Planning