

***Transportation Planning Work Program  
Unified Planning Work Program***

***Fiscal Year 2020 and Fiscal Year 2021***

*July 2019 - June 2020*

*July 2020 - June 2021*

*As proposed to Transportation Committee 5-1-19*



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## *Introduction*

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The South Central Connecticut Region includes the entire corporate limits of the fifteen municipalities in the Greater New Haven area - Bethany, Branford, East Haven Guilford, Hamden, Madison, Meriden, Milford, New Haven, North Branford, North Haven, Orange, Wallingford, West Haven, and Woodbridge. The Region is a Council of Governments, as permitted by the Connecticut General Statutes, with each municipality represented by its chief elected official. The Council meets monthly to act on regional business and oversee the transportation activities of the Region. Recommendations concerning transportation actions are forwarded to the Council from the Transportation Committee, consisting of six members of the Council, and the Transportation Technical Committee, which includes an appointed staff person from each municipality. These two committees meet jointly each month to recommend actions for consideration by the Council on transportation matters.

The Unified Planning Work Program (UPWP) is adopted in accord with federal code (23CFR Part 450.308) and governs the transportation planning activities of the Region. These planning activities include planning partners at the federal level of the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) and, at the state level, the Connecticut Department of Transportation (CTDOT).

This UPWP utilizes, builds upon, and continues the required transportation planning activities from previous UPWPs. Specific consultant-supported projects that are continued from previous UPWPs are noted hereafter.

It is noted that the FY 21 activities shown herein are subject to SCRCOG approval of the SCRCOG FY 21 budget and may be adjusted after funding levels are confirmed.

## *Key Issues for the 2020 and 2021 Program Years*

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### Responding to the Goals of FAST Act

The Federal transportation act, Fixing America's Surface Transportation (FAST), identifies ten (10) planning factors that Metropolitan Planning Organizations (MPOs), such as the South Central Regional Council of Governments (SCRCOG), must consider in their Unified Planning Work Programs (UPWP). These general planning goals are:

1. **Economic Vitality** – Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity and efficiency;
2. **Safety** – Increase the safety of the transportation system for motorized and non-motorized users;
3. **Security** – Increase the security of the transportation system for motorized and non-motorized users;

4. **Environment** – 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;
5. **System Integration** – Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
6. **System Accessibility and Mobility** – Increase the accessibility and mobility for people and freight;
7. **System Management** – Promote efficient system management and operation;
8. **System Preservation** – Emphasize preservation of the existing transportation system;
9. **System Resiliency and Reliability** – Improve the resiliency and reliability while reducing or mitigating the stormwater impacts of surface transportation, and;
10. **Travel and Tourism** – Promote and enhance travel and tourism.

Responding to State and Federal guidelines, SCRCOG completed, in May 2019, an update of the Metropolitan Transportation Plan (MTP). The MTP incorporates all responses to outreach and establishes regional goals. The update of the Regional Plan of Conservation and Development (POCD) was completed in the spring of 2018. The SCRCOG POCD suggests strategies for future actions in the Region.

Safety of our transportation network is an important concern and a key consideration in the selection and prioritization of future projects. The Connecticut Strategic Highway Safety Plan provides a framework for increasing highway safety.

Mobility of the region's population is another key goal of any transportation solution. The proposed work program elements respond to the planning goals noted above.

Travel and tourism as a planning goal allows SCRCOG to work with REX Development. REX currently provides travel and tourism promotion for the region. Working with REX, SCRCOG can meet this planning goal.

SCRCOG's FY 2020 and FY 2021 UPWP addresses major regional transportation issues and opportunities through a combination of regional staff effort, consultant support and coordination with CTDOT and the related staff work at our member cities and towns.

This UPWP summarizes ongoing staff work, such as inter-agency coordination, analysis and utilization of the latest available census and demographic data, data monitoring, modeling and outreach, as well as special projects to be conducted during the coming fiscal year. The FY 2020 and FY 2021 UPWP utilizes and builds upon previous year activities.

For each of these tasks, the following sections of the UPWP identify objectives, and major activities for the FY 2020 and FY 2021 work program. Products, such as technical memoranda, final reports or other documentation are also noted, and the anticipated schedule for major work tasks is identified. Maintaining a balanced, multi-modal transportation program is a critical element in meeting State and Federal planning guidelines.

The FY 2020 and FY 2021 Unified Planning Work Program consists of five work tasks:

**Task 1: Management of the Planning Process - Program Administration**

**Task 2: Data Collection/Analysis - Monitoring and Projections**

**Task 3: Planning Activities**

**Task 4: Other Technical Assistance**

**Task 5: Public Participation**

***Work Program Highlights - FY 2020***

<b>Program Element/Study</b>	<b>Description</b>	<b>Consultant Support</b>
Region-wide Pavement Management System Refresher Training	Provide refresher training in utilization of pavement management programs previously provided to member municipalities needed due to numerous staff changes	\$10,000
Town of Woodbridge Business Connectivity Study	Review current conditions and limitations and provide recommendations, concept plans and cost estimates for improved connectivity and circulation, with a particular focus on cyclists and pedestrians, in the Village area, including Selden Plaza and the Commercial Park.	\$50,000
*Town of Guilford, Town of Branford Route 146 Corridor Study	Evaluate existing conditions for roadway , amenities and land use, evaluate impacts of roadway flooding and sea level rise, traffic calming, future development, traffic volumes, historic and scenic impacts, evacuation routes and possible alternate scenarios.	\$131,500
City of West Haven Bicycle-Pedestrian Plan	Creation of a City-wide Bicycle Pedestrian Plan coordinated with other City Plans and with emphasis on intermodal connections and addressing all areas of the City.	\$50,000
City of New Haven One Way Two Way Conversion Study	Phase 1 Building upon 2014 Study, evaluate Elm Street between York Street and State Street and Grove Street/Tower Parkway between Broadway and State Street	\$50,000
GIS Viewer Maintenance and Hosting	Provide annual services to maintain GIS system	\$25,000

City of New Haven Fountain Street Corridor Study	Completion of Corridor study commenced in FY 19 to provide operational improvements and meet community concerns.	\$60,000
City of Meriden Town of Wallingford Route 5 Corridor Study	Completion of Update and expansion of previous corridor study commenced in FY 19 to provide operational improvements and meet community concerns.	\$75,000
Town of Hamden Canal Trail Crossings Evaluations	Evaluation, concept design safety improvements and recommendations with cost estimates for 21 at grade crossings on the Farmington Canal Heritage Trail between Goodrich Street and Mt. Sanford Road.	***\$70,000
*Travel and Tourism Enhancement	Utilize REX Development to further advance and promote travel and tourism in the region.	***\$50,000
City of Meriden Hall Farm Traffic Impact Study	Hall Farm Traffic Impact Study including Preston Ave. impacts, preliminary estimate of needed on-site and off-site roadway improvements, along a timeline governed by estimated market demand.	***\$35,000
New Haven Port Transportation and Freight Security Study	Study to review transportation and freight security and possible transition for the area south of I-95 into a secure port zone. Review options for possible abandonment of city streets, secure entry points and freight laydown areas for more efficient and secure goods and commodities movement. Include pedestrian/bike connection as part of regional pedestrian/bike network. This study will be an extension of the freight study in the FY 2018-FY2019 UPWP.	***\$40,000
Transportation Resiliency Study Phase 2	Study to investigate a selected project in several municipalities to investigate issues and provide concept sketches and probable costs for addressing a vulnerable transportation asset. Each municipality will have no more than \$10,000 for a project.	***\$75,000
<b>Total</b>		<b>\$721,500</b>

\* Expected to continue into FY21

\*\*\* Utilizes FY 16 Carryover federal funds

**\*\*\*\*Work Program Highlights - FY 2021**

<b>Program Element/Study</b>	<b>Description</b>	<b>Consultant Support</b>
**Town of Guilford, Town of Branford Route 146 Corridor Study	Completion of Study commenced in FY 20 to Evaluate existing conditions for roadway , amenities and land use, evaluate impacts of roadway flooding and sea level rise, traffic calming, future development, traffic volumes, historic and scenic impacts, evacuation routes and possible alternate scenarios.	\$24,500
City of New Haven One Way Two Way Conversion Study	Phase 1 Building upon 2014 Study, evaluate six additional roadway sections	\$125,000
City of New Haven Conditional Evaluation of Existing Structures	Inventory, documentation and evaluation of Traffic structures including span poles overhead sign poles and other similar structures	\$85,000
Town of Hamden Complete Streets Route 10 Study	Existing conditions evaluation and recommendations for implementation of complete streets improvements on Route 10	\$55,000
Town of Hamden Dixwell Avenue and Whitney Avenue Intersection Roundabout Feasibility Study	Build upon previous discussions to determine feasibility of creation of a roundabout at this intersection to improve current level of service “F” with concept plans and preliminary cost estimates.	\$50,000
**Travel and Tourism Enhancement	Utilize REX Development to further advance and promote travel and tourism in the region	\$50,000
GIS Viewer Maintenance and Hosting	Provide annual services to maintain GIS system	\$25,000
Congestion Management Process	Additional data collection and implementation of CMP recommendations from previous study. Continued input to tie our CMP efforts with the Lower Connecticut River Valley COG as the two main areas of the New Haven TMA	***\$60,000
<b>Total</b>		<b>\$414,500</b>

\*\* Continued from FY 20

\*\*\* Utilizes FY 16 Carryover federal funds

\*\*\*\* All FY 21 consultant-supported work subject to the confirmation of funding and the approval of the SCRCOG FY 21 budget.

## ***Task 1: Management of the Planning Process – Program Administration***

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### ***Objectives***

1. Schedule planning activities and allocate staff resources appropriately to conduct all identified UPWP work tasks in a timely and efficient manner.
2. Prepare and adopt a planning work program for the next fiscal period.
3. Ensure that expenditures are well documented and cost-effective.

### ***Major 2020 and 2021 Activities***

#### ***Mid-Year FY 2020 Work Program Review***

Review and adjust the work program relative to emerging issues, opportunities and progress through the first six months.

#### ***Review of FY 2021 Work Program***

Review and amend FY 2021 program in response to final funding levels and emerging requests from member municipalities. (February-May 2020)

#### ***Prepare FY22 and FY 23 UPWP***

Preparation of FY22 and FY23 UPWP for adoption prior to start of FY 22. (February-May 2021)

#### ***Certification***

Re-certification process was accomplished in FY 2017. Work with CTDOT, FHWA and FTA to document compliance with applicable federal standards and recertification requirements. For FY 2020 and FY 2021, annual self-certification will be approved by Council members (Mayors and First Selectmen) stating that the planning process is consistent with applicable federal regulations.

### ***Products/Reports***

- *Financial Control.* Maintain financial records and develop reports in accordance with USDOT and CTDOT regulations and guidance.
- *Quarterly Reports.* Develop quarterly narrative and financial status reports for funding agencies.
- *Annual Affirmative Action Plan.* Review and revise Affirmative Action Plan (February 2020 and February 2021).
- *Annual Audit.* Comprehensive audit of Council FY 2019 and FY 2020 revenue, expenditures and internal management practices (November 2019 and November 2020).

This task requires continuing activity throughout the years. Reporting milestones are noted above.

## ***Task 2: Data Collection/Analysis – Monitoring and Projections***

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### ***Objectives***

1. Provide a database for regional transportation planning in close coordination with Connecticut Department of Transportation (CTDOT) data developed for statewide needs.
2. Maintain, as appropriate, regional highway and transit databases as components of SCRCOG's regional travel demand model.
3. Coordinate data acquisition with CTDOT and member municipalities to ensure the utility and compatibility of data.

### ***Major 2020 and 2021 Activities***

#### ***Demand Modeling Database***

Maintain the region's travel demand model. Integrate new CTDOT traffic counts obtained through consultant supported work. Continue network maintenance for additions and changes to the roadway and transit systems.

#### ***Traffic Data Collection Program***

Continue major intersections counting program within the consultant supported project work to collect data at those intersections that are identified at the municipal level for evaluation of congestion and safety-related issues. As in the past, share the proposed counting program with municipalities and CTDOT's Office of Traffic Engineering and coordinate with other data collection programs at the state and local level.

#### ***Rail and Commuter Parking Lot Occupancy Survey***

Monitor late-morning occupancy (maximum occupancy) at New Haven's Union Station, at the West Haven and Milford Railroad Stations and at the Branford, Guilford and Madison Shore Line East stations as well as lots adjacent to I-95 and I-91 on a quarterly basis and publish data on the SCRCOG website.

#### ***Congestion Management and Monitoring***

SCRCOG staff will work with municipal staff to identify target areas for operations and management strategies (O&M) including development and implementation of Intelligent Transportation System (ITS) strategies and technologies in the region, as well as Travel Demand Management (TDM). Consultant-supported work will include preparation of required reports. Staff will continue to cooperate with CTDOT on the six elements of the congestion management process (CMP): (1) Determining the CMP network in the Region, (2) defining congestion, identifying congested links, (3) developing strategies to address congested links, (4) implementing strategies: (5) short and (6) long term, and monitoring the network. Activities will focus on the recommendations from previous consultant supported studies and as per CTDOT guidance.

#### ***Geographic Information Systems (GIS)***

SCRCOG staff will continue to maintain and utilize our robust GIS system. The system is shared with our member municipalities. Recent data additions (FY18) have provided greater depth to the system data library.

#### *Safety Monitoring*

Review safety data, goals, objectives and strategies to promote safety and solicit projects for participation in the CTDOT Local Accident Reduction Program. Work with CTDOT to further implementation of the Connecticut Strategic Highway Safety Plan.

#### *Capital Expenditures Report*

Assist CTDOT with the Local Highway Finance Report (form FHWA-536) on capital expenditures on local roads.

#### ***Products***

- *Model Database Updates.*
- *Traffic Data Collection within consultant-supported work.*
- *Commuter Parking Lot Occupancy Data.*
- *Congestion Management Process review with CTDOT and recommendations.*

#### ***Schedule***

##### *Traffic Data Collection*

Any counting will occur with FY 2020 and FY 2021 consultant-supported projects.

##### *Rail and Commuter Parking Lot Occupancy Survey*

Quarterly rail and commuter parking lot occupancy data collection. (September and December 2019; March and June 2020, September and December 2020; March and June 2021).

##### *Congestion Monitoring*

Activities will occur over the fiscal years as recommended by previous studies and as per CTDOT and FHWA guidance.

This task requires continuing activity throughout the years. Reporting milestones are noted above.

### ***Task 3: Transportation Planning Activities***

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#### ***Objectives***

1. Maintain a four-year Transportation Improvement Program reflecting current regional priorities, long-range regional objectives, and FAST Act transportation planning requirements. Adopt new TIP in accord with CTDOT timeframe. Accompany TIP actions with an air quality conformity statement, as appropriate, establishing relationships to the State Implementation Plan for Air Quality.
2. Facilitate public awareness of the adoption process for the TIP and STIP, and provide the opportunity for public comment on TIP-related actions at the SCRCOG level.
3. Develop transportation planning proposals and studies that are consistent with the goals identified in the Metropolitan Transportation Plan, FY 2018-FY2021 and FY2021-FY2024 TIPs and the Regional Plan of Conservation and Development (prepared during FY 18), Connecticut's *Conservation and Development Policies Plan, 2013-2018* and any updates, state and local municipal economic development objectives and the region's economic development program.
4. Develop recommended capital and operational improvements to enhance the existing transportation system, including consideration for the development and implementation of Transportation Systems Management and Operations (TSMO) improvements, advancing the use of Intelligent Transportation Systems (ITS) strategies and technologies in the region, as well as Travel Demand Management measures.
5. Coordinate the Regional Plan of Conservation and Development with member municipalities.
6. Identify general direction for future SCRCOG work and offer member municipalities a range of options and experience gained from basic planning research.
7. Continue to work with the State of Connecticut Governor's Transit Oriented Development initiatives, the Connecticut Department of Transportation (CTDOT) and other state agencies to plan transit improvements and provide support for transit oriented development (TOD) and affordable housing in the vicinity of existing and proposed transit corridors.
8. Continue coordinated planning to promote safety, livable communities and environmental sustainability.
9. Continue to advance programs for the preservation of the existing transportation system, including actions which maintain the transportation system in a "state of good repair".

10. Continue to meet FAST Act requirements, with the inclusion of performance measures as they are finalized.
11. Assist our member municipalities in developing projects and utilizing funds available under LOTCIP, TAP, CMAQ and other grant programs as available.

### ***Major 2020 and 2021 Activities***

#### *Review of Land Use and Transportation Models*

SCRCOG staff will work with municipal staff to assess impacts of projected land uses on transportation in the Region. Land use decisions will be analyzed to assess and promote consistency with Long Range Transportation Plan and the State, Regional, and local Plans of Conservation and Development. Identification of major growth corridors and review of major transportation improvements will help frame preferred growth patterns including transit-oriented development (TOD) and smart growth initiatives. Help advance initiatives that reduce dependence on single occupancy vehicles and improve the region's air quality. Technical assistance will be provided to the Region's municipalities as requested. Staff will work to support State efforts to fund transit improvements and TOD through CTDOT projects. These include the West Haven train station related TOD, Union Station proposed TOD, pilot program TOD in Meriden as authorized by statute and other potential TOD proposals throughout the Region. These efforts, in coordination with other tasks outlined herein, will move the region towards the goal of safe, livable communities, and work towards environmental sustainability.

#### *Maintain FY2018-FY2021 TIP adopt FY2021-FY2024 TIP*

Update as required the adopted four-year Transportation Improvement Program (TIP). The TIP is consistent with the region's Metropolitan Transportation Plan 2019-2045 and state-defined financial constraints. Adopt and maintain FY2021-FY2024 TIP in accord with CTDOT timeline. Adopt TIP amendments as appropriate.

#### *Review and update Metropolitan Transportation Plan as necessary*

Review as necessary the Region's Metropolitan Transportation Plan to insure consistency with regional and state goals. Update as necessary through coordination with CTDOT and various other entities in accord with guidance and federal requirements.

#### *Environmental Justice and Title VI*

Utilize 2010 Census data and latest available American Community Survey data to identify changes to EJ areas and evaluate impacts of plans and programs on these areas. Continue outreach and activities to meet the requirements of Title VI.

#### *Surface Transportation Program*

Establish regional priorities with CTDOT to facilitate the annual statewide program development process. Maintain a multi-year program that balances priorities, costs, available funds and the progress of individual projects. Sustain a continuous interchange with municipalities advancing Surface Transportation Program and Local Transportation Capital Improvement Program (LOTICIP) projects on municipal roads per CTDOT guidelines. Continue Council monitoring of programmed work through monthly review. Continue programming consultation with regional

planning organizations comprising the Bridgeport-Stamford and New Haven-Meriden urbanized areas.

*Air Quality/ Environmental Planning*

Work with CTDOT to give consideration to the impacts of climate change and air quality on the transportation decision making process. Work with CTDOT to make the necessary air conformity determinations based upon CTDOT modeling.

*FTA Section 5310 Outreach to Private Non-Profit Organizations and Local Public Bodies*

Share notice of an annual Section 5310 grant funding and help potential applicants advance proposals consistent with FTA and CTDOT guidelines (January 2020 and January 2021).

*Local Transit Districts*

Continue cooperation with Greater New Haven Transit District and, periodically, the Meriden Transit District and the Milford Transit District. Cooperation provides feedback for the areawide planning and programming process.

*Local Accident Reduction Program as applicable*

Prepare municipal local accident reduction program applications per annual state/regional outreach, emphasizing a state/federal pedestrian safety focus. Develop proposals with municipal staff, frame material for municipal review and advance proposals for Council review per longstanding practice (April 2020 and April 2021).

*Congestion Mitigation/ Air Quality*

As per CTDOT guidance, solicit proposals from the Region for ranking and forwarding to CTDOT for new congestion mitigation/air quality funding under the FAST Act.

*Traffic Diversion Routes*

Continue review of previous individual municipal plans completed by CTDOT and implemented by the Region as they are impacted by new construction and roadway modifications.

*Performance-based Planning*

Continue to transition to performance-based planning as required under the FAST Act. Review and adopt CTDOT goals and utilize these goals to guide planning and funding decisions.

**FY 2020 Consultant Supported Activity**

Thirteen studies will be conducted by consultants engaged by the Region. All consultant work will be undertaken in a manner consistent with the National Environmental Policy Act (NEPA). Any studies undertaken by the Region that impact state transportation systems or highways will identify the role and/or assistance expected from CTDOT, including resources and outcome. It is the goal of the Region to accomplish these studies within FY20 unless noted otherwise.

*Pavement Management System Training* - Provide refresher training in utilization of pavement management programs previously provided to member municipalities needed due to numerous staff changes.

*Town of Woodbridge Business Connectivity Study* – Study to review current conditions and limitations and provide recommendations, concept plans and cost estimates for improved connectivity and circulation, with a particular focus on cyclists and pedestrians, in the Village area, including Selden Plaza and the Commercial Park.

*Town of Guilford, Town of Branford Route 146 Corridor Study\** - Evaluate existing conditions for roadway, amenities and land use, evaluate impacts of roadway flooding and sea level rise, traffic calming, future development, traffic volumes, historic and scenic impacts, evacuation routes and possible alternate scenarios.

*City of West Haven Bicycle-Pedestrian Plan* - Creation of a City-wide Bicycle Pedestrian Plan coordinated with other City Plans and with emphasis on intermodal connections and addressing all areas of the City.

*City of New Haven One Way Two Way Conversion* – Phase 1 Building upon 2014 Study, evaluate Elm Street between York Street and State Street and Grove Street/Tower Parkway between Broadway and State Street.

*GIS Viewer Maintenance and Hosting* – Provide annual services to maintain GIS system.

*City of New Haven Fountain Street Corridor Study* – Completion of Study commenced in FY 19 to provide operational improvements and meet community concerns.

*City of Meriden, Town of Wallingford Route 5 Corridor Study* – Completion of Study commenced in FY 19 to update and expand previous corridor study to provide operational improvements and meet community concerns.

*Town of Hamden Canal Trail Crossings Evaluations* - Evaluation, concept design safety improvements and recommendations with cost estimates for 21 at grade crossings on the Farmington Canal Heritage Trail between Goodrich Street and Mt. Sanford Road.

*Travel and Tourism Enhancement\** - Utilize REX Development to further advance and promote travel and tourism in the region.

*City of Meriden Hall Farm Traffic Impact Study* - Hall Farm Traffic Impact Study including Preston Ave. impacts, preliminary estimate of needed on-site and off-site roadway improvements, along a timeline governed by estimated market demand.

*New Haven Port Transportation and Freight Security Study* - Study to review transportation and freight security and possible transition for the area south of I-95 into a secure port zone. Review options for possible abandonment of city streets, secure entry points and freight laydown areas for more efficient and secure goods and commodities movement. Include pedestrian/bike connection as part of regional pedestrian/bike network. This study will be an extension of the freight study in the FY 2018-FY2019 UPWP.

*Transportation Resiliency Study Phase 2* - Study to investigate a selected project in several municipalities to investigate issues and provide concept sketches and probable costs for addressing a vulnerable transportation asset. Each municipality will have no more than \$10,000 for a project

\*This project to be continued into FY21.

### **FY 2021 Consultant Supported Activity**

Eight studies will be conducted by consultants engaged by the Region. All consultant work will be undertaken in a manner consistent with the National Environmental Policy Act (NEPA). Any studies undertaken by the Region that impact state transportation systems or highways will identify the role and/or assistance expected from CTDOT, including resources and outcome. It is the goal of the Region to accomplish these studies within FY21 unless noted otherwise.

*Town of Guilford, Town of Branford Route 146 Corridor Study\*\** - Evaluate existing conditions for roadway, amenities and land use, evaluate impacts of roadway flooding and sea level rise, traffic calming, future development, traffic volumes, historic and scenic impacts, evacuation routes and possible alternate scenarios.

*City of New Haven One Way Two Way Conversion* – Phase 2 Building upon 2014 Study, evaluate six additional roadway sections.

*City of New Haven Conditional Evaluation of Existing Structures* - Inventory, documentation and evaluation of Traffic structures including span poles overhead sign poles and other similar structures.

*Town of Hamden Complete Streets Route 10 Study* - Existing conditions evaluation and recommendations for implementation of complete streets improvements on Route 10.

*Town of Hamden Dixwell Avenue and Whitney Avenue Intersection Roundabout Feasibility Study* - Build upon previous discussions to determine feasibility of creation of a roundabout at this intersection to improve current level of service “F” with concept plans and preliminary cost estimates.

*Travel and Tourism Enhancement\*\** - Utilize REX Development to further advance and promote travel and tourism in the region.

*GIS Viewer Maintenance and Hosting* – Provide annual services to maintain GIS system.

*Congestion Management Process* – Additional data collection and implementation of CMP recommendations from previous studies. Continued input to tie our CMP efforts with Lower Conn River Valley COG as the two main areas of the New Haven TMA.

\*\* This project continued from FY20.

### ***Other Planning Activities***

#### *Locally Coordinated Public Transit Human Services Transportation Plan (LOCHSTP)*

This requirement is the planning element under which SCRCOG will continue to coordinate transit services to provide for the basic mobility needs of the Region's elderly and disabled under the Section 5310 program, Enhanced Mobility for Seniors and Persons with Disabilities. In 2014, the Region established a Mobility Management Program and engaged a Mobility Ombudsman to facilitate outreach to potential users, service providers and municipalities to identify service gaps and needs. CTDOT has assumed responsibility for the Mobility Manager. During FY 2020 and FY 2021, staff will continue outreach to service providers and CTDOT and work with them to implement service priorities.

#### *Municipal Assistance*

SCRCOG will assist its member municipalities in ongoing programs such as STP-Urban, CMAQ, TAP, LOTCIP, and other appropriate programs. The assistance shall include information dissemination, assistance in application preparation, screening and prioritization as necessary.

#### *Transit Planning*

Most day-to-day operational planning for the transit systems in the South Central region is done at the individual agency level (i.e. by Greater New Haven Transit District, CTTransit, Milford Transit District and Meriden Transit District). SCRCOG staff play a role in coordinating programs among these operators, assessing demographic and land use policies that will impact the viability of transit services, and identifying new opportunities for transit service outside the existing route network and service areas. Staff cooperates with transit providers in the region. Initiatives that increase transit usage and reduce the usage of single occupancy vehicles and contribute to improving air quality in the region will be prioritized. It is anticipated that the recommendations of the recently completed *Move New Haven Study* will be utilized to form additional future initiatives.

#### *Environmental Planning*

As necessary, SCRCOG's studies and planning efforts will coordinate and participate in any requirements under the National Environmental Policy Act.

#### *Freight Planning*

Planning for more efficient truck freight movement and reducing the impacts of existing truck trips on adjacent residential areas has been a key element of previous UPWP studies. SCRCOG staff will continue to monitor freight movement trends in the region and identify opportunities for improved movements and efficiencies which will also reduce the impacts of all modes of goods movement on the air quality in the region.

Staff will work with CTDOT on the state freight plan and assist the Department identifying bottlenecks, needed improvements and estimated costs to improve freight movement into and through the region, the state, and surrounding states.

Staff will work with CTDOT to maintain the list of freight stakeholders and operators in the region, as well as GIS data on freight-related land uses and stakeholders and major generators. As known, staff will maintain a multi-modal list of freight movement constraints. Staff will also work with CTDOT on the difficult issue of providing sufficient truck parking opportunities. As appropriate, outreach to freight stakeholders will be made under the Public Participation Guidelines.

Other freight-related staff activities will focus on evaluation of intermodal issues relating to the Port of New Haven and potential expanded utilization, assisting, as appropriate, the City of New Haven and the Port Authority of New Haven with their evaluation of site and development alternatives for the proposed intermodal terminals at the Port. Staff will continue to work with municipalities and the State to maximize future intermodal opportunities as they develop throughout the Region.

Improvements to track connections in the vicinity of the Port of New Haven completed with the cooperation of the property owners allow direct connection between the port area and the mainline rail network. This connection substantially enhances the economics of intermodal freight shipment and will provide strong economic development benefits to the region.

The runway safety improvements at Tweed New Haven Airport allow for improved freight utilization at the Airport. SCRCOG staff will work with the Airport Authority, Town of East Haven and City of New Haven to evaluate potential increased freight operations to reduce congestion on the region's interstates and provide timely delivery of goods and food products to the region.

Staff, in accord with CTDOT, will:

- Maintain a list of freight stakeholders within the COG boundaries.
- Maintain a list of the major freight generators.
- Maintain a GIS file of the above.
- Provide GIS data, as requested, for freight supportive land uses.
- Maintain a list of system constraints for freight movement.
- Seek to identify opportunities for truck parking locations.

#### *Operations and Management Strategies*

SCRCOG staff will continue to review State ITS Architecture refinements, and will ensure coordination with regional and local plans. Many of the study efforts outlined above are focused on alleviating traffic congestion and thereby improving air quality through enhanced operation and utilization of existing transportation highway and transit system assets.

#### *Safety Activities*

SCRCOG staff will continue to work with CTDOT, member municipalities and other regional entities to advance safety programs and activities in the region. SCRCOG will participate in the implementation of CTDOT's Strategic Highway Safety Plan and incorporate its recommendations into regional plans and activities. SCRCOG has partnered with CTDOT as an urban model in the development of a regional transportation safety plan. Adoption by SCRCOG is anticipated in FY 20. This will begin the five year cycle for updating the plan.

### *Climate Change and Resiliency*

Work in cooperation with CTDOT and other state and local agencies to improve transportation system resiliency in the face of climate change, sea level rise and severe storms. Support CTDOT's climate change and resiliency planning efforts. SCRCOG's other climate change, coastal resilience, and hazard mitigation efforts in conjunction with additional partners will further regional planning efforts and identify potential opportunities for improving transportation resiliency.

### *Transition to Performance Based Planning and Programming*

As federal and state standards required under FAST Act are finalized and adopted, SCRCOG staff will work to develop and implement a performance management approach to transportation planning and programming that supports the achievement of transportation system performance outcomes. To date, SCRCOG has adopted all CTDOT proposed goals and expects to continue those endorsements during the term of this UPWP.

### *Models of Regional Planning*

SCRCOG coordinates with Lower Connecticut River Valley Council of Governments, the other major planning region sharing our urban area. In addition, our participation in the Connecticut Association of Councils of Governments (CTCOG), as well as numerous staff contacts, keeps us in contact and cooperation with not only the other neighboring Councils, but the entire state regional planning community. We will continue to build upon this strong base of cooperation and collaboration.

### *Ladders of Opportunity*

SCRCOG staff continue to look for means to identify and address transportation connectivity issues. Our previous Transit Study, our commencement of a Mobility Manager Service for elderly and persons with disabilities, and our Jobs Access Study, produced in cooperation with the local NAACP chapter and the Workforce Alliance, among other partners, are examples of the region's commitment to identifying and working to address transportation connectivity issues. These efforts will continue during FY2020 and FY2021.

### *Products*

- *FY2018-2021 TIP.* Maintain the four-year Transportation Improvement Program and adopt amendments as appropriate throughout the fiscal year.
- *Adopt FY2021-FY2024 TIP.* Coordinate with CTDOT to adopt and, after adopted, maintain and adopt amendments as appropriate.
- *Local Accident Reduction Program.* Prepare applications, as appropriate, for CTDOT review in association with interested municipalities (April 2020 and April 2021).
- *FTA Section 5310 Program Priorities.* Review and approval of grants, in conjunction with CTDOT (April 2020 and April 2021).
- *New regional transportation safety plan* (Anticipated adoption FY 20).

This task requires continuing activity throughout the years. Reporting milestones are noted above.

#### ***Task 4: Other Technical Assistance***

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##### ***Objective***

1. Coordination with Division of Emergency Management and Homeland Security (DEMHS) on emergency response planning and transportation security.
2. Provide technical assistance and coordination with Safe Routes to School (SRTS) program participants and CTDOT concerning applications for funding.

3. Provide assistance to new transit station development in the Region, including transit oriented development (TOD) for New Haven, West Haven, North Haven, Branford, Madison, Guilford, Orange, Wallingford, Meriden, and Milford.
4. Work with REX Development to ensure continued regional economic vitality.

### ***Major 2020 and 2021 Activities***

#### *Coordination with DEMHS*

Continue attendance by staff at DEMHS regional meetings to work with DEHMS and municipal staff on emergency response planning and implementation. Review of DEMHS communications and plans to insure integration with other regional initiatives.

#### *Security of the Transportation System*

Work with DEMHS Region 2 Regional Emergency Preparedness Team Steering Committee to review and offer recommendations on security. The Transportation Regional Emergency Support Function provides an annual SWOT (Strengths, Weaknesses, Opportunities, Threats) analysis to help improve regional transportation function and security.

#### *Transit Stations and TOD*

Work with interested municipalities, CTDOT, local legislators and residents to help promote transit and TOD opportunities to increase mobility, improve transportation options, promote economic vitality, and encourage the linking of transportation and land use decisions.

#### *REX Development*

Promote regional economic vitality through representation on the REX Board. Chief Elected Officials serve on the REX Board, which identifies regional economic opportunities. Continued Board membership and participation, with periodic reports to the Council, will help promote economic vitality and opportunities. REX serves as the regional coordinator of brownfields funds, utilizing these opportunities to encourage adaptive reuse of brownfields sites to contribute to the improved economic environment of the region.

This task requires continuing activity throughout the years.

### ***Task 5: Public Participation***

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#### ***Objectives***

1. Facilitate a timely flow of information to interested individuals and organizations through media outreach and our agency website.
2. Provide a focus for public input relative to the region's Transportation Plan, Transportation Improvement Program and other key products by elected officials, any

interested citizens, and specifically by minority, low-income and non-English speaking communities.

3. Solicit public interest for each of our regional planning and transportation studies and for the SCRCOG decision-making process in general. Ensure that outreach, review and project definition respond to USDOT/CTDOT Environmental Justice requirements contained in the FAST federal transportation act and federal planning regulations, utilizing latest available census and demographic data.
4. Share technical material with professionals, elected officials and the public at appropriate times as major study efforts progress.

### ***Major 2020 and 2021 Activities***

The Council of Governments will continue its commitment to public outreach through a wide range of outlets:

#### *Annual Report*

SCRCOG's annual report will be made available at the conclusion of each fiscal year.

#### *Media Coverage*

The Transportation Committee agenda notification process includes over thirty area media organizations. Meeting notices for Transportation Committee/Council actions and SCRCOG publications will be regularly shared with a wide range of print and broadcast media including the *New Haven Register*, the *Connecticut Post*, the *Meriden Record-Journal*, *La Voz Hispana* and other local (non-daily) newspapers in the region, and radio and television news departments.

#### *Transportation Committee and Technical Transportation Committee*

The Region's Transportation Committee (chief elected officials) and Transportation Technical Committee (municipal staff), meeting together monthly, will continue to interact with CTDOT personnel, federal staff and other interested parties. The committees advance programming and planning proposals to the Council as a whole. Over 100 organizations and individuals, including advocacy organizations, environmental groups, social services organizations, and transit operators, will be notified of committee meetings by email. Notice of meetings is also provided on the SCRCOG website. Council-adopted *Public Participation Guidelines* clearly identify the Council's commitment to broad, ongoing participation, and highlight the avenues for public input in the transportation planning process.

#### *Public Meetings*

- Quarterly Greater New Haven Transit District meetings and periodic attendance at meetings of the Milford and Meriden transit districts to facilitate planning and programming activities.

- REX Development, the region's non-profit economic development organization, was established jointly by SCRCOG and the private sector. Chief Elected Officials serve on the REX Board.
- Regional Alliance work sessions. The fourteen-year-old Alliance brings a broad array of regionally oriented organizations together to share experience, initiatives and ideas in the educational, social service, economic development, land use and transportation fields.
- Regional Chambers of Commerce – Municipal Economic Development Directors from the region meet with SCRCOG staff periodically to address business-related transportation issues.

#### *Council of Governments Meetings*

Monthly Council meetings (chief elected officials) provide opportunities to review the status of major planning and programming efforts, gain further guidance from chief elected officials and take formal Council TIP actions.

#### *SCRCOG Web Site*

The agency website provides ready access to Council meeting agendas, reports and memos including *Public Participation Guidelines*, the UPWP, the TIP and proposed TIP amendments, and *South Central Regional Metropolitan Transportation Plan 2019-2045*. Links to CTDOT, municipalities, data sources and transit/transportation sites are also included on the website.

#### *Public Participation Guidelines*

SCRCOG *Public Participation Guidelines* outline broad public involvement. Ongoing public participation confirms their effectiveness.

#### *Evaluation of Effectiveness*

Evaluation of the effectiveness of the Region's public outreach is an ongoing process. Staff continually reviews the attendance at SCRCOG and Transportation Committee meetings, as well as at public meetings held as part of consultant supported work. This review indicates that the outreach is working and involving the community and interested parties. Hits on the SCRCOG website indicate a high level of interest in our activities. Staff attendance at public meetings of regional and state organizations and civic groups, and reports back to our members, provide involvement in the region and important communication both within and beyond the Region. This high level of involvement and communication is indicative of the Region's ongoing commitment to effective public outreach.

Efforts will focus on enhanced public awareness and understanding the region's transportation needs. In FY 2020 and FY 2021, public outreach will continue to emphasize the implementation of the Regional Metropolitan Transportation Plan and the Regional Plan of Conservation and Development, working toward solutions involving policies such as smart growth, non-vehicular transportation, and context-sensitive design solutions. Chief elected officials and SCRCOG staff will continue to participate in the organizations as noted above.

Public outreach will include opportunities for public input on the FY2020 and FY 2021 Consultant supported activity and CTDOT transit improvements.

This task requires continuing activity throughout the years. Reporting milestones are noted above.

## **Appendix A**

***Unified Planning Work Program***

***Financial Tables – Fiscal Years 20 and 21\****

***\*All FY 21 activities subject to the confirmation of funding and the approval of the SCRCOG FY 21 budget.***

*Table 1*  
**Fiscal Year 2020 - Anticipated Revenues**

	<i>Federal</i>	<i>State</i>	<i>Local</i>	<i>Total</i>
<i>FHWA &amp; FTA</i>	988,737	123,592	123,592	1,235,921
<i>FY 2016 Carryover</i>	215,380	0	53,845	269,225
<b><i>Total</i></b>	<b>1,204,117</b>	<b>123,592</b>	<b>177,437</b>	<b>1,505,146</b>

*Table 2*  
**Fiscal Year 2020 - Planning Costs by Task**

	<i>Federal</i>	<i>State</i>	<i>Local</i>	<i>Total</i>
<i>Management of the Planning Process</i>	80,706	8,284	11,893	100,883
<i>Transportation Planning Activities</i>	332,783	34,157	49,038	415,978
<i>Data Collection / Analysis</i>	20,295	2,083	2,991	25,369
<i>Planning Projects</i>	743,117	76,274	109,505	928,896
<i>Public Participation</i>	27,218	2,794	4,011	34,023
<b><i>Total</i></b>	<b>1,204,117</b>	<b>123,592</b>	<b>177,437</b>	<b>1,505,146</b>

Table 3  
**Fiscal Year 2020 - Direct Salaries by Task - Hours & Cost (Hourly Rate) <sup>1</sup>**

	<i>Personnel Costs by Task</i>									
	<i>Ex. Dir.</i>		<i>Trans. Dir.</i>		<i>Planners</i>		<i>Field</i>		<i>Total</i>	
	<i>Hrs</i>	<i>Cost</i>	<i>Hrs</i>	<i>Cost</i>	<i>Hrs</i>	<i>Cost</i>	<i>Hrs</i>	<i>Cost</i>	<i>Hrs</i>	<i>Cost</i>
<i>Management of the Planning Process</i>	215	14,779	100	5,510	100	4,662	0	0	415	24,952
<i>Transportation Planning Activities</i>	427	29,353	189	10,415	3,935	128,420	0	0	4,551	168,187
<i>Data Collection / Analysis</i>	0	0	0	0	230	9,418	50	750	280	10,168
<i>Planning Projects</i>	100	6,874	650	35,820	1,042	41,847	0	0	1,792	84,541
<i>Public Participation</i>	55	3,781	100	5,511	100	3,805	0	0	255	13,096
<b>Total</b>	<b>797</b>	<b>54,787</b>	<b>1,039</b>	<b>57,256</b>	<b>5,407</b>	<b>188,152</b>	<b>50</b>	<b>750</b>	<b>7,293</b>	<b>300,945</b>

<sup>1</sup> See Table 15 for FY 2020 maximum hourly rates

General Classification duties – Executive Director - Oversees agency operations, administers planning program, financial oversight, oversees status of UPWP, reports to SCRCOG Board on agency operations and progress. Transportation Director - administers transportation planning, works with municipalities, FHWA and CTDOT staff to facilitate transportation planning, oversees consultants, prepares necessary planning documents. Planners - duties include financial administration, budget oversight, transportation document preparation, coordination of transportation planning and land use, sustainability, economic vitality, environmental concerns, management and utilization of GIS database for transportation planning, coordination of transportation system integration, management and preservation, data acquisition and utilization. Field - Acquisition of parking occupancy data and other data acquisition.

Table 4  
**Fiscal Year 2020 - Total Labor by Task - Salaries & Overhead Applied <sup>1</sup>**

	<i>Labor Costs by Task</i>				
	<i>Ex. Dir.</i>	<i>Trans. Dir.</i>	<i>Planners</i>	<i>Field</i>	<i>Total</i>
<i>Management of the Planning Process</i>	35,855	13,367	11,311	0	60,533
<i>Transportation Planning Activities</i>	71,210	25,268	311,546	0	408,023
<i>Data Collection / Analysis</i>	0	0	22,849	1,820	24,668
<i>Planning Projects</i>	16,677	86,899	101,520	0	205,096
<i>Public Participation</i>	9,172	13,369	9,231	0	31,772
<b>Total</b>	<b>132,913</b>	<b>138,902</b>	<b>456,457</b>	<b>1,820</b>	<b>730,092</b>

1. Estimated overhead rate @ 1.4260

Table 5  
**Fiscal Year 2020 - Direct Expenditures by Task**

	Direct Expenditures by Task						Total
	Print & Repro	Travel	Data Proc	Consult	Misc <sup>1</sup>	Capital <sup>2</sup>	
Management of the Planning Process	0	100	0	0	250	40,000	40,350
Transportation Planning Activities	1,000	3,500	1,300	0	2,156	0	7,956
Data Collection / Analysis	300	200	200	0	0	0	700
Planning Projects	200	200	0	721,500	1,900	0	723,800
Public Participation	300	150	0	0	1,800	0	2,250
<b>Total</b>	<b>1,800</b>	<b>4,150</b>	<b>1,500</b>	<b>721,500</b>	<b>6,106</b>	<b>40,000</b>	<b>775,056</b>

1. Miscellaneous expenses include technical training & support, technical publications, and advertising expenses.

2. Replacement of servers and seven computers - hardware, software, and configuration to SCRCOG system

Table 6  
**Fiscal Year 2020 - Planning Projects with Consultant Assistance**

FY 20 Funds	Cost	FY 16 Carryover Funds	Cost
Pavement Management System Training	10,000	Hamden - Canal Trail Crossings Evaluations	70,000
Woodbridge - Business Connectivity Study	50,000	Travel and Tourism Enhancement	50,000
Guilford/Branford - Route 146 Corridor Study	131,500	Meriden - Hall Farm Traffic Impact Study	35,000
West Haven - Bicycle-Pedestrian Plan	50,000	New Haven Port Transp. Security Study	40,000
New Haven - One Way-Two Way Conversion Study	50,000	Transportation Resiliency Study Phase II	75,000
GIS Viewer Maintenance and Hosting	25,000		
New Haven - Fountain Street Corridor Study	60,000		
Meriden/Wallingford - Route 5 Corridor Study	75,000		
<b>Total</b>	<b>451,500</b>	<b>Total</b>	<b>270,000</b>

*Table 7*  
**Fiscal Year 2020 - Total UPWP Program Cost**

	Cost
<i>SCRCOG Salaries</i>	300,945
<i>Overhead - Indirect Applied (1.4260)</i>	429,147
<i>Print &amp; Reproductions</i>	1,800
<i>Travel</i>	4,150
<i>Data Processing</i>	1,500
<i>Consultants - FY 20 Funds</i>	451,500
<i>Consultants - FY 16 Carryover Funds</i>	270,000
<i>Miscellaneous</i>	6,106
<i>Capital</i>	40,000
<hr/>	
<b><i>Total</i></b>	<b>1,505,146</b>

*Table 8*  
**Fiscal Year 2021 - Anticipated Revenues**

	<i>Federal</i>	<i>State</i>	<i>Local</i>	<i>Total</i>
<i>FHWA &amp; FTA</i>	988,737	123,592	123,592	1,235,921
<i>FY 2016 Carryover</i>	48,000	0	12,000	60,000
<b><i>Total</i></b>	<b>1,036,737</b>	<b>123,592</b>	<b>135,592</b>	<b>1,295,921</b>

*Table 9*  
**Fiscal Year 2021 - Planning Costs by Task**

	<i>Federal</i>	<i>State</i>	<i>Local</i>	<i>Total</i>
<i>Management of the Planning Process</i>	53,582	6,388	7,008	66,978
<i>Transportation Planning Activities</i>	367,402	43,799	48,051	459,252
<i>Data Collection / Analysis</i>	22,360	2,666	2,924	27,950
<i>Planning Projects</i>	563,474	67,173	73,695	704,342
<i>Public Participation</i>	29,917	3,566	3,913	37,396
<b><i>Total</i></b>	<b>1,036,737</b>	<b>123,592</b>	<b>135,592</b>	<b>1,295,921</b>

Table 10

**Fiscal Year 2021 - Direct Salaries by Task - Hours & Cost (Hourly Rate) <sup>1</sup>**

	<i>Personnel Costs by Task</i>									
	<i>Ex. Dir.</i>		<i>Trans. Dir.</i>		<i>Planners</i>		<i>Field</i>		<i>Total</i>	
	<i>Hrs</i>	<i>Cost</i>	<i>Hrs</i>	<i>Cost</i>	<i>Hrs</i>	<i>Cost</i>	<i>Hrs</i>	<i>Cost</i>	<i>Hrs</i>	<i>Cost</i>
<i>Management of the Planning Process</i>	223	16,158	105	6,099	105	5,159	0	0	433	27,415
<i>Transportation Planning Activities</i>	444	32,170	198	11,501	4,129	141,968	0	0	4,771	185,639
<i>Data Collection / Analysis</i>	0	0	0	0	241	10,399	52	819	293	11,218
<i>Planning Projects</i>	104	7,535	682	39,614	1,094	46,308	0	0	1,880	93,457
<i>Public Participation</i>	57	4,130	105	6,099	104	4,171	0	0	266	14,400
<b>Total</b>	<b>828</b>	<b>59,993</b>	<b>1,090</b>	<b>63,312</b>	<b>5,673</b>	<b>208,005</b>	<b>52</b>	<b>819</b>	<b>7,643</b>	<b>332,129</b>

<sup>1</sup> See Table 16 for FY 2021 maximum hourly rates

General Classification duties – Executive Director - Oversees agency operations, administers planning program, financial oversight, oversees status of UPWP, reports to SCRCOG Board on agency operations and progress. Transportation Director - administers transportation planning, works with municipalities, FHWA and CTDOT staff to facilitate transportation planning, oversees consultants, prepares necessary planning documents. Planners - duties include financial administration, budget oversight, transportation document preparation, coordination of transportation planning and land use, sustainability, economic vitality, environmental concerns, management and utilization of GIS database for transportation planning, coordination of transportation system integration, management and preservation, data acquisition and utilization. Field - Acquisition of parking occupancy data and other data acquisition.

Table 11

**Fiscal Year 2021 - Total Labor by Task - Salaries & Overhead Applied <sup>1</sup>**

	<i>Labor Costs by Task</i>				
	<i>Ex. Dir.</i>	<i>Trans. Dir.</i>	<i>Planners</i>	<i>Field</i>	<i>Total</i>
<i>Management of the Planning Process</i>	39,198	14,796	12,515	0	66,509
<i>Transportation Planning Activities</i>	78,045	27,901	344,414	0	450,359
<i>Data Collection / Analysis</i>	0	0	25,228	1,987	27,215
<i>Planning Projects</i>	18,281	96,103	112,344	0	226,727
<i>Public Participation</i>	10,019	14,796	10,119	0	34,934
<b>Total</b>	<b>145,543</b>	<b>153,595</b>	<b>504,620</b>	<b>1,987</b>	<b>805,744</b>

1. Estimated overhead rate @ 1.4260

Table 12  
**Fiscal Year 2021 - Direct Expenditures by Task**

	Direct Expenditures by Task						Total
	Print & Repro	Travel	Data Proc	Consult	Misc <sup>1</sup>	Capital	
<i>Management of the Planning Process</i>	0	105	0	0	363	0	468
<i>Transportation Planning Activities</i>	1,152	3,675	1,430	0	2,636	0	8,893
<i>Data Collection / Analysis</i>	315	210	210	0	0	0	735
<i>Planning Projects</i>	210	210	0	475,000	2,195	0	477,615
<i>Public Participation</i>	315	158	0	0	1,990	0	2,463
<b>Total</b>	<b>1,992</b>	<b>4,358</b>	<b>1,640</b>	<b>475,000</b>	<b>7,183</b>	<b>0</b>	<b>490,173</b>

1. Miscellaneous expenses include technical training & support, technical publications, and advertising expenses.

Table 13  
**Fiscal Year 2021 - Planning Projects with Consultant Assistance**

<i>FY 21 Funds</i>	Cost	<i>FY 16 Carryover Funds</i>	Cost
<i>Guilford/Branford - Route 146 Corridor Study</i>	24,500	<i>Congestion Management Process</i>	60,000
<i>New Haven - One Way-Two Way Conversion Study</i>	125,000		
<i>New Haven - Evaluation of Existing Structures</i>	85,000		
<i>Hamden - Complete Streets Route 10 Study</i>	55,000		
<i>Hamden - Dixell/Whitney Ave. Roundabout Study</i>	50,000		
<i>Travel and Tourism Enhancement</i>	50,000		
<i>GIS Viewer Maintenance and Hosting</i>	25,000		
<b>Total</b>	<b>414,500</b>	<b>Total</b>	<b>60,000</b>

*Table 14*  
**Fiscal Year 2021 - Total UPWP Program Cost**

	Cost
<i>SCRCOG Salaries</i>	332,129
<i>Overhead - Indirect Applied (1.4260)</i>	473,619
<i>Print &amp; Reproductions</i>	1,992
<i>Travel</i>	4,358
<i>Data Processing</i>	1,640
<i>Consultants</i>	415,000
<i>Consultants - FY 16 Carryover Funds</i>	60,000
<i>Miscellaneous</i>	7,183
<i>Capital</i>	0
<hr/>	
<b><i>Total</i></b>	<b>1,295,921</b>

**Table 15**  
**Fiscal Year 2020 - Job Titles and Maximum Hourly Rates**

<u>Job Title</u>	<u>Maximum Hourly Rate</u>
<i>Executive Director</i>	\$ 70.00
<i>Transportation Director</i>	\$ 60.00
<i>Planners</i>	\$ 50.00
<i>Field Personnel</i>	\$ 15.00

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**Table 16**  
**Fiscal Year 2021 - Job Titles and Maximum Hourly Rates**

<u>Job Title</u>	<u>Maximum Hourly Rate</u>
<i>Executive Director</i>	\$ 75.00
<i>Transportation Director</i>	\$ 60.00
<i>Planners</i>	\$ 55.00
<i>Field Personnel</i>	\$ 15.00

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## Appendix B

### Statement of Cooperative MPO/State/Transit Operators Planning Roles & Responsibilities

#### Purpose

The purpose of this statement is to outline the roles and responsibilities of the State, the South Central Regional Council of Governments (SCRCOG) and appropriate providers of public transportation as required by 23 CFR Sec. 450.314(a), (h) "Metropolitan Planning Agreements".

#### General Roles & Responsibilities

SCRCOG will perform the transportation planning process for their region and develop procedures to coordinate transportation planning activities in accordance with applicable federal regulations and guidance. The transportation process will, at a minimum, consist of:

1. Preparation of a two-year Unified Planning Work Program that lists and describes all transportation planning studies and tasks to be completed during this two-year period.
2. Preparation and update of a long range, multi-modal metropolitan transportation plan.
3. Preparation and maintenance of a short-range transportation improvement program (TIP).
4. Financial planning to ensure plan and program are financially constrained and within anticipated funding levels.
5. Conduct planning studies and system performance monitoring, including highway corridor and intersection studies, transit system studies, application of advanced computer techniques, and transportation data collection and archiving.
6. Public outreach, including survey of affected populations, electronic dissemination of reports and information (website), and consideration of public comments.
7. Ensuring the transportation planning process evaluates the benefits and burdens of transportation projects and/or investments to ensure significant or disproportionate impacts on low income and minority populations are avoided and/or mitigated. This will be accomplished using traditional and non-traditional outreach to Title VI populations, including outreach to LEP populations.
8. Development and implementation of a Congestion Management Process as appropriate.
9. Ensuring plans, projects and programs are consistent with and conform to air quality goals of reducing transportation-related emissions and attaining National Ambient Air Quality Standards.

## **Metropolitan Transportation Plan**

1. SCRCOG will be responsible for preparing and developing the (20-25 years) metropolitan transportation plans for their respective region.
2. SCRCOG may develop a consolidated transportation plan summary report for the planning region that includes the key issues facing the area and priority programs and projects.
3. CTDOT will provide the following information and data in support of developing the transportation plan:
  - a. Financial information - estimate of anticipated federal funds over the 20-25 year time frame of the plan for the highway and transit programs.
  - b. Trip tables - for each analysis year, including base year and the horizon year of the plan by trip purpose and mode. *(CTDOT will provide this only if requested since SCRCOG may maintain their own travel forecast model.)*
  - c. Traffic count data for state roads in the SCRCOG region, and transit statistics as available.
  - d. List of projects of statewide significance by mode, with descriptions, so that they can be incorporated into the long range metropolitan transportation plans.
  - e. Assess air quality impacts and conduct the regional emissions assessment of the plan. Will provide the results of the assessment in a timely manner to allow inclusion in the plan and to be made available to the public at public information meetings. (Refer to air quality tasks.)
4. SCRCOG may conduct transportation modeling for the area.
5. SCRCOG will consult with the appropriate providers of public transportation on local bus capital projects to include in the transportation plan, and will work together to develop local bus improvements for the plan from the 10-year capital program. Through consultation, they will identify future local bus needs and services, including new routes, service expansion, rolling stock needs beyond replacement, and operating financial needs.

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

1. The selection of projects in the TIP and the development of the TIP will occur through a consultative process between CTDOT, SCRCOG, and the appropriate provider(s) of public transportation.
2. CTDOT will send a draft proposed 5-year Capital Plan to SCRCOG for review and comment. The draft list will reflect input that CTDOT received from SCRCOG during the consultation process on the previous year's plan.
3. CTDOT will prepare an initial list of projects to include in the new TIP. This list will be based on the current TIP that is about to expire and the 5- year Capital Plan.
4. CTDOT will consult with and solicit comments from SCRCOG and transit providers on the TIP and incorporate where practicable.

5. CTDOT will provide detailed project descriptions, cost estimates and program schedules. The project descriptions will provide sufficient detail to allow SCRCOG to explain the projects to the policy board and the general public.
6. CTDOT will provide a list of projects obligated during each of the federal fiscal years covered by the expiring TIP/STIP. The annual listing of obligated projects should include both highway and transit projects.
7. SCRCOG will compile the TIP for the Region, including preparing a narrative. Projects will be categorized by federal aid program and listed in summary tables. The TIP will be converted into a format that will allow it to be downloaded to the Region's website. SCRCOG will maintain the TIP by tracking amendments and changes to projects (schedule, scope and cost) made through the TIP/STIP Administrative Action/Amendment/Notification process.
8. CTDOT will develop the STIP based on the MPOs' TIPs and projects located in the rural regions of the State.
9. CTDOT will include one STIP entry each for the Bridge program and the Highway Safety Improvement program. This entry will list the total funds needed for these programs for each fiscal year. All Regions will receive back up lists in the form of the Bridge Report and the Safety Report monthly. The one-line entry will reduce the number of entries needed in the STIP. Any projects listed in the Bridge and or Safety Report that are over \$5m and on the NHS, will be transferred directly into the STIP as its own entry per the TIP/STIP Administrative Action/Amendment/Notification process.
10. CTDOT will provide proposed amendments to SCRCOG for consideration. The amendment will include a project description that provides sufficient detail to allow SCRCOG to explain the proposed changes to the SCRCOG board and project management contact information. It will also provide a clear reason and justification for the amendment. If it involves a new project, CTDOT will provide a clear explanation of the reasons and rationale for adding it to the TIP/STIP.
11. When an amendment to the TIP/STIP is being proposed by SCRCOG, the project sponsor will consult with CTDOT to obtain concurrence with the proposed amendment, to obtain Air Quality review and consistency with Air Quality Conformity regulations and ensure financial consistency.
12. CTDOT will provide a financial assessment of the STIP with each update. SCRCOG should prepare a TIP summary table listing all projects by funding program sorted by year based on CTDOT's financial assessment.

### **Air Quality Planning**

1. CTDOT and SCRCOG should meet at least once per year to discuss the air quality conformity process, the regional emissions analysis and air quality modeling.

2. CTDOT will conduct the regional emissions analysis, which includes the SCRCOG area and provide the results to SCRCOG. The regional emissions analyses for the build or future years will include the proposed transportation improvements included in the regional long-range metropolitan transportation plans and TIP.
3. SCRCOG will prepare a summary report of the conformity process and regional emissions analysis for the Region. It will contain a table showing the estimated emissions from the transportation system for each criteria pollutant and analysis year.
4. The summary report on the regional emissions analyses will be inserted into the long-range transportation plan and TIP.
5. SCRCOG will make the regional emissions analysis available to the public.

### **Public Participation Program**

1. SCRCOG will annually review and evaluate their public participation program.
2. SCRCOG will update and prepare a list of neighborhood and local organizations and groups that will receive notices of MPO plans, programs and projects.
3. SCRCOG will work to ensure that low-income, minority and transit dependent individuals are afforded an adequate opportunity to participate in the transportation planning process, receive a fair share of the transportation improvement benefits and do not endure a disproportionate transportation burden, SCRCOG will comply with federal legislation on these issues.
4. SCRCOG's process for developing plans, projects, and programs will include consultation with state and local agencies responsible for land use and growth management, natural resources, environmental protection, conservation and historic preservation.
5. SCRCOG will maintain their website to provide clear and concise information on the transportation planning process and provide an opportunity to download reports and documents. This will include developing project and study summaries, converting reports into a pdf or text format, and maintaining a list of available documents. The website will provide links to other associated organizations and agencies.

### **Public Transportation Planning**

1. SCRCOG will allow for, to the extent feasible, the participation of transit providers at all transportation committee and policy board meetings to provide advice, information and consultation on transportation programs within the planning region.

2. SCRCOG will provide the opportunity for the transit provider(s) to review and comment on planning products relating to transit issues within the region.
3. SCRCOG will allow for transit provider(s) to participate in UPWP, long-range plan, and TIP development to ensure the consideration of any appropriate comments.
4. SCRCOG and CTDOT will assist the transit provider(s), to the extent feasible, with planning for transit-related activities.

### **Fiscal/Financial Planning**

1. CTDOT will provide SCRCOG with up-to-date fiscal and financial information on the statewide and regional transportation improvement programs to the extent practicable. This will include:
  - a. Anticipated federal funding resources by federal aid category and state funding resources for the upcoming federal fiscal year, as shown in the TIP financial chart.
  - b. Will hold annual meetings to discuss authorized funds for the STP-Urban and LOTCIP accounts.
  - c. Annual authorized/programmed funds for the FTA Section 5307 Program as contained in the STIP and the annual UZA split agreements.
  - d. Monthly updates of STP-Urban Program showing current estimated cost & scheduled obligation dates.
2. CTDOT will notify SCRCOG when the anticipated cost of a project, regardless of funding category, has changed in accordance with the agreed upon TIP/STIP Administrative Action/Amendment/Notification process.
3. SCRCOG will prepare summary tables and charts that display financial information for presentation to the policy board.

### **Congestion Management Process (CMP) Program**

1. SCRCOG, as part of a TMA, will conduct a highway performance monitoring program that includes the gathering of available traffic counts and travel time information and determination of travel speeds and delay.
2. SCRCOG will conduct congestion strategies studies for critical corridors and identify possible improvements to reduce congestion and delay.
3. SCRCOG will work with CTDOT on programming possible congestion-reducing projects.
4. SCRCOG will, upon implementation of a congestion reduction improvement, assess post-improvement operations and determine level of congestion relief.

## **Intelligent Transportation Systems (ITS) Program**

1. CTDOT will maintain the statewide ITS architecture and ensure consistency with the Regional ITS Architecture for SCRCOG.
2. SCRCOG will maintain and update the Regional ITS Architecture for SCRCOG, where appropriate.

## **Performance Based Planning and Programming**

### **(I) Collection of Performance Data**

1. All data collected for performance measure goals will be collected by CTDOT and will meet the MAP21/FAST ACT provisions and requirements.
2. All data collected for goals for Federal Transit Administration's (FTA's) State of Good Repair performance measures will include data provided by the Transit Districts through CTDOT, in accordance with the Transit Asset Management Rule.
3. CTDOT will make the compiled data collected for each performance measure available on the CTDOT MAP21 website.
4. CTDOT will develop a Measures and Deliverables tracking spreadsheet outlining each Performance Measure, the deliverables required, the submittal dates and CTDOT contact and provide to SCRCOG.

### **(II) Selection of Performance Targets**

CTDOT will draft statewide performance targets for each of the FAST Act performance measures and coordinate with the MPOs and Transit Representatives, as required by 23 CFR Parts 450 and 771, as well as 49 CFR Part 613 as outlined below:

1. CTDOT will discuss performance measures at each of the regularly scheduled monthly meetings (via teleconference or in person meeting).
2. CTDOT will present data collected for each performance measure and collaborate with SCRCOG and Transit Representatives on assumptions.
3. CTDOT will provide SCRCOG and Transit Representative with 30 days to provide feedback on the data received and the assumptions provided.
4. The feedback received will be discussed at the next scheduled monthly meeting.
5. CTDOT will set targets for each performance measure based on feedback received.

### **(II) Reporting of Performance Targets**

1. CTDOT will notify SCRCOG and Transit Representatives by email when final statewide targets are established.
2. CTDOT will send the targets that have been set, the backup information and a PowerPoint presentation to SCRCOG for their use in educating the MPO Policy Board. CTDOT will provide region level data summaries, if available.
3. SCRCOG has 180 days after CTDOT establishes their targets to establish their own targets or endorse the State's targets and agree to plan and program projects so that they contribute toward the accomplishment of the performance targets.
4. If SCRCOG is establishing their own targets, SCRCOG will report those targets to CTDOT by email no later than the 180 day timeframe.
5. SCRCOG will share this information with the Policy Board and will require Policy Board resolution to support the targets set by CTDOT or endorse their own targets.
6. SCRCOG will forward the Policy Board resolution to the Performance Measures Unit at CTDOT before the 180 day limitation for FHWA performance measures.
7. For FTA performance measures, it is noted that SCRCOG provided a resolution of support for the initial transit State of Good Repair (SGR) performance targets on July 1, 2017. Thereafter, in accordance with FTA, transit providers will continue to share their targets annually with SCRCOG. However, SCRCOG targets are not required to be updated annually, only revisited whenever SCRCOG updates their MTP and/or TIP on or after October 1, 2018.
8. SCRCOG set initial SGR targets as required by FTA on 7/1/17. Thereafter, SCRCOG needs to set SGR targets for the first time when the TIP or MTP is amended or updated on or after October 1, 2018. Following this date, targets should be updated upon the development of future TIPs and MTPs.

**(IV) Reporting of progress toward achieving goal**

1. CTDOT will document progress towards achieving statewide performance targets and report that information to SCRCOG and transit representatives in the Long Range Transportation Plan, the Statewide Transportation Improvement Program, the CTDOT TAM Plans and the FTA Annual report by email after the required reports are issued to Federal Agencies.
2. CTDOT will share the TAM Plans with SCRCOG in a timely manner, and the MPOs will incorporate them into their planning process.
3. SCRCOG will document progress towards achieving performance targets and report that information to CTDOT in the Metropolitan Transportation Plan and the Transportation

Improvement Plan as outlined in the Measures and Deliverables tracking spreadsheet via email. CTDOT will collect this information and file until requested from FHWA.

**(V) The collection of data for the State asset management plan for the NHS**

1. CTDOT will collect all asset management data required for all NHS routes, regardless of ownership.

**23 Performance Measures**

Highway Safety	Number of Fatalities - 5-Year Rolling Average
Highway Safety	Rate of Fatalities per 100 million VMT - 5-Year Rolling Average
Highway Safety	Number of Serious Injuries - 5-Year Rolling Average
Highway Safety	Rate of Serious Injuries per 100 million VMT - 5-Year Rolling Average
Highway Safety	Number of Non-Motorized Fatalities and Non-Motorized Serious Injuries - 5-Year Rolling Average
Bridges & Pavements	Percentage of Pavements of the Interstate System in Good Condition
Bridges & Pavements	Percentage of Pavements of the Interstate System in in Poor Condition
Bridges & Pavements	Percentage of Pavements of the Non-Interstate NHS in Good Condition
Bridges & Pavements	Percentage of Pavements of the Non-Interstate NHS in Poor Condition
Bridges & Pavements	Percentage of NHS Bridges classified in Good Condition (by deck area)
Bridges & Pavements	Percentage of NHS Bridges classified in Poor Condition (by deck area)
System Performance	Percent of the Person-Miles Traveled on the Interstate That Are Reliable
System Performance	Percent of the Person-Miles Traveled on the Non-Interstate NHS That Are Reliable
Freight	Percent of the Interstate System mileage providing for reliable truck travel times
Congestion and Air Quality	Annual Hours of Peak-Hour Excessive Delay (PHED)

Congestion and Air Quality	Percent of Non-SOV Travel
Congestion and Air Quality	Total Emissions Reduction
Transit Asset Management	Percentage of Service (non-revenue) Vehicles that have met or exceeded their Useful Life Benchmark (ULB)
Transit Asset Management	Percentage of Facilities with an asset class rated below condition 3 on the TERM scale.

Transit Asset Management	Infrastructure (rail, fixed guideway, track, signals, and systems) - Percentage of track segments with performance restrictions
Transit Asset Management	Percentage of Revenue Vehicles within a particular asset class that have met or exceeded their ULB
FTA C 5010.1E	Number of fatalities per “vehicle revenue miles.” by mode.
FTA C 5010.1E	Number of serious injuries per “vehicle revenue miles.” by mode.

**Amendment**

This Statement on Transportation Planning may be amended from time to time or to coincide with annual UPWP approval as jointly deemed necessary or in the best interests of all parties, including Federal transportation agencies.

**Effective Date**

This Statement will be effective after it has been endorsed by SCRCOG as part of the UPWP, and as soon as the UPWP has been approved by the relevant Federal transportation agencies.

**No Limitation on Statutory Authority**

Nothing contained in this Statement is intended to or shall limit the authority or responsibilities assigned to signatory organizations under Connecticut law, federal law, local ordinance, or charter.