

**NEW RIVER VALLEY
METROPOLITAN PLANNING ORGANIZATION**

FY 2013-14

Unified Planning Work Program (UPWP)

This Unified Planning Work Program was adopted by the New River Valley MPO Policy Board at its meeting of May 2, 2013

This Unified Planning Work Program was approved as a Final Report by the New River Valley Metropolitan Planning Organization on May 2, 2013. It was prepared for the New River Valley Metropolitan Planning Organization by the Technical Advisory Committee of the New River Valley Metropolitan Planning Organization through a cooperative process involving the Towns of Blacksburg and Christiansburg, the City of Radford, the Counties of Montgomery and Pulaski, Blacksburg Transit, Radford Transit, Pulaski Area Transit, the Virginia Tech - Montgomery Executive Airport Authority, Virginia Tech, Radford University, New River Community College, the Virginia Department of Transportation, the Department of Rail and Public Transportation, the Federal Highway Administration (FHWA), and the Federal Transit Administration (FTA).

The preparation of this report has been financed in part through grant[s] from the Federal Highway Administration and Federal Transit Administration, U.S. Department of Transportation, under the State Planning and Research Program, Section 505 [or Metropolitan Planning Program, Section 104(f)] of Title 23, U.S. Code. The contents of this report do not necessarily reflect the official views or policy of the U.S. Department of Transportation.

Unified Planning Work Program (UPWP)

Introduction and Summary of Planning Process

Structure/General Organization

The Unified Planning Work Program (UPWP) defines the transportation planning processes and programs used by the Metropolitan Planning Organization and is normally developed and adopted on an annual basis. The overall authority for transportation planning in the Metropolitan Planning Area is in the hands of the Metropolitan Planning Organization (MPO) which is made up of locally elected and administrative officials of the local government members (the Towns of Blacksburg and Christiansburg, the City of Radford, and the Counties of Montgomery and Pulaski) and representation from the Virginia Department of Transportation (VDOT). These members make up the Policy Board and are the voting entity for the MPO. There are eleven eligible votes on the Policy Board with two being from each local government member and one being from the Virginia Department of Transportation. The Towns, City, Counties, and VDOT have provided for alternate voting members from staff and administration. The MPO Policy Board also includes non-voting representation from key transportation organizations in the region including Blacksburg Transit, Radford Transit, Pulaski Area Transit, the NRV Planning District Commission, the Virginia Tech - Montgomery County Executive Airport Authority, Virginia Tech, Radford University, New River Community College, the Virginia Department of Rail and Public Transportation (VDRPT), the Federal Highway Administration, and the Federal Transit Administration. The MPO also has a Technical Advisory Committee (TAC), appointed by the MPO Policy Board, consisting of individuals who are primarily administrative and planning personnel from the area.

Planning Sources and Processes

With the establishment of the MPO, Blacksburg, Christiansburg, Radford, and Montgomery and Pulaski Counties have available to them an organization for transportation planning which can provide a forum to bring together comprehensive and cooperative planning approaches that may lead to new, worthwhile project alternatives. These project ideas may eventually find their way into the Transportation Improvement Program (TIP) at some future point in time if funding can be identified for implementation. The planning efforts managed by the MPO include provisions for citizen participation in accordance with Moving Ahead for Progress in the 21st Century (MAP-21).

The UPWP in the Process

The UPWP attempts to set out the planning efforts being undertaken by the various entities of which it has knowledge. To date, the primary efforts listed originate with citizens, the local governments, VDOT, the MPO Policy Board, and Blacksburg Transit with projects/tasks subject to approval by the Federal Highway Administration and/or Federal Transit Administration. Transit Planning efforts in this fiscal year will be coordinated with Blacksburg Transit, Radford Transit, and Pulaski Area Transit. Project development and recommended planning project activity generally proceed through Technical Advisory Committee (TAC) consideration and then to the MPO Policy Board, which, after consultation and public comment, makes final changes and project/task selection and approves the Plan.

UPWP and the TIP

As implied, the UPWP annually sets out the transportation planning activities for which authorization and funding support is to be sought. Activities included normally are presented on a one year schedule. The MPO Policy Board is also responsible for developing the annual TIP. The projects considered in the TIP are different from those in the UPWP in that items for inclusion in the TIP: have reached the project development level, involve capital improvements, have been selected for implementation, funding sources have been determined, and cover an extended time period of at least four years. Further, the UPWP is a planning activities administration tool, whereas the TIP sets out a schedule of actual projects for implementation; projects on the TIP may also be end-products of planning work carried out under the UPWP.

Meeting National Goals for Transportation Planning

The UPWP, and the planning process it engenders, allows the MPO to participate in and meet requirements from the national perspective of conducting a continuing, cooperative, and comprehensive transportation planning process that results in plans and programs that consider all modes of transportation and supports metropolitan community development and social goals. This is widely known as the "3-C Process". The policy in MAP-21 is to promote consistency between transportation improvements and the State and local planned growth and economic development patterns while involving the public and other interested/affected groups in the process.

Metropolitan Planning Area

The New River Valley Metropolitan Planning Area consists of the entirety of the Towns of Blacksburg and Christiansburg and the City of Radford, as well as the surrounding urbanized portions of Montgomery and Pulaski Counties (see attached map for illustration of the region). The MPO study area is intended to depict the areas that are expected to be urbanized within the next twenty years. Based on the 2010 Census, the New River Valley MPO study area population was 99,552 and encompasses a land area of approximately 170 square miles.

Air Quality

In 1997, the Environmental Protection Agency (EPA) sponsored an amendment to the Clean Air Act's National Ambient Quality Standards (NAAQS). The amendment essentially replaced the 1-hour ozone standard with a more stringent 8-hour standard. The ozone levels for the New River Valley MPO do not exceed these limits and therefore is not considered to be a non-attainment area.

If at such time in the future ozone levels for the New River Valley MPO do exceed these new limits, the EPA will require that all areas that exceed the standards establish a non-attainment boundary to be submitted for EPA review. If the EPA should designate the New River Valley MPO as an air quality non-attainment area, the MPO will include activities to address the issue as it develops the Long Range Transportation Plan update and annual Transportation Improvement Program.

Primary Topics for MPO Consideration

- ***The Existing Thoroughfare System***

Primary Arterials

Interstate 81 (within Christiansburg and Montgomery County) with Exits 109,114 and 118 within the MPO is a heavily traveled north-south interstate with a high percentage of truck traffic. Roanoke lies to the north on I-81 and Radford is to the south.

U.S. Route 460 is the primary east west route through the MPO. Route 460 connects the MPO with Giles County and West Virginia to the west and Salem and Roanoke to the east. The portion of route 460 between I 81 and Blacksburg is the highest traveled primary in the MPO. Business Route 460 runs through both Blacksburg and Christiansburg.

State Route 114 connects Route 460 in Christiansburg to Pulaski County to the west and Route 11. This 2 lane primary is the main connector to Pulaski County and Radford and serves the Radford Army Ammunition Plant (RAAP). It also provides a link from Pulaski County to the commercial area in Christiansburg.

U.S. Route 11 (stretching through the MPO as Radford Road/Radford Street, East and West Main Street, and Roanoke Street in Christiansburg and Montgomery County, Main Street in the City of Radford, and Lee Highway in Pulaski County) connects the MPO to Dublin and the Town of Pulaski on the west and Shawsville/Elliston to the east.

U.S. Route 460 is comprised of Business Routes through the two Towns and the recently connected Bypasses. U.S. Route 460 Business is North and South Main Street in Blacksburg and Roanoke Street, East Main Street, and North Franklin Street in Christiansburg. Shawsville/Elliston lie to the east along U.S. Route 460 and Giles County and West Virginia lie to the west along U.S. Route 460.

U.S. Route 177 is a major connector between I 81 and the City of Radford. This area is scheduled for significant development in both the City of Radford and Montgomery County. The MPO will continue to work with Montgomery County and the City of Radford regarding development in the area. Currently the County and City are developing an update to the Route 177 Corridor Plan. The MPO will participate in this project.

State Route 8 (originating as West Main Street in Christiansburg and becoming Riner Road in Montgomery County) connects the MPO with Riner and Floyd. State Route 111 (Depot Street, NE and Cambria Street, NE in Christiansburg) serves to connect Roanoke Street (U.S. Route 11/460) to N. Franklin Street (U.S. Route 460).

State Route 114 (Peppers Ferry Road in Christiansburg and Montgomery County) originates at U.S. Route 460 and links the MPO to Radford and Pulaski (Fairlawn) on the west.

State Route 314 (Southgate Drive in Blacksburg) connects the Route 460 Bypass to Airport Road.

State Route 412 (Prices Fork Road in Blacksburg) become State Secondary 685 at the Town limits and continues to Route 114.

The "Smart Road" is a joint project of the Virginia Department of Transportation (VDOT) and it's Transportation Research Council with Virginia Tech's Transportation Institute and the Federal Highway Administration (FHWA). The Smart Road will be a 5.7-mile stretch of I-73 linking Blacksburg directly to I-81. The 2.0 mile first phase was completed in the Fall of 1999, officially opened in March 2000, and cost \$32.7 million. The Smart Road will be opened to traffic as traffic demands.

- ***Blacksburg Transit (BT)***

Started in 1983, Blacksburg Transit, a department of the Town of Blacksburg, has routes in three of the MPO member jurisdictions and provides over 3,500,000 rides per year. Currently, all Blacksburg Transit routes lie within the MPO study area, however there have been discussions regarding the potential expansion of service to adjoining areas within the County and to and within the City of Radford. The MPO will work with Blacksburg Transit in completing the Transit studies currently underway and assist in selecting other areas for planning level study. In November 2011, BT initiated pilot bus service to the Warm Hearth Area of Montgomery County. A funding proposal was again submitted to VDRPT in February to further expand the service connection between Warm Hearth and the nearby Lewis Gale Hospital Montgomery, allowing connections to existing BT routes that serve Blacksburg and Christiansburg as well as trips to additional destinations both within Warm Hearth and the service area.

A Transit Development Plan (TDP) was completed for Blacksburg Transit to identify transit needs in the future to give a priority order for transit expansion and enhancement as funding becomes available. The final report was completed in June 2011. This report was added to the MPO 2035 Long Range Plan. As a follow-up, and based on preliminary recommendations from the TDP effort, BT

has also submitted a DRPT grant request; if approved an amendment to the UPWP will be done.

New and expanded services that began in Christiansburg in November 2009 were further refined between 2010 and 2012. The MPO has continued to work with Blacksburg Transit and the Town of Christiansburg to evaluate the service and implement refinements to increase ridership. Now in its third year, ridership has increased steadily from approximately 1,000 trips per month to 2,500 as of January, 2013. A commuter service was also launched in 2011 and was expanded to 2 routes in September 2012 providing a daily connection between the Town of Christiansburg and the Town of Blacksburg. The commuter service provided over 4,800 passenger trips during FY 11-12 with just 2 vehicles.

- ***Radford Transit (RT)***

Radford Transit is a joint partnership between The City of Radford, Radford University, and New River Valley Community Services (as operators). The system was launched August 8th, 2011 and serves the entire City of Radford, Radford University campus, Fairlawn and Carillion New River Valley Medical Center. Connecting routes to Blacksburg, Christiansburg as well as the Exit 118 Park & Ride lot to connect with Megabus and the SmartWay bus were also established. Average monthly ridership in Fiscal Year 2013 is around 27,000 passengers. The system operates ten (10) body-on-chassis (Cutaway) style buses, two (2) 30 foot low floor heavy duty transit buses and is in the process of procuring two (2) medium duty body-on-chassis (Cutaway) style buses as well as two (2) 35 foot low floor heavy duty transit buses.

- ***Pulaski Area Transit (PAT)***

Pulaski Area Transit was established in 2003 to provide the community with public transportation including a mixture of deviated fixed route and demand response service. PAT provides Fixed Route service from the Town of Pulaski to Dublin, including New River Community College, and the Fairlawn area of Pulaski County. PAT meets Radford Transit at Wal-Mart in Fairlawn and picks up passengers and transports them to Dublin and New River Community College. The Fixed Route service makes 4 trips per day and is available Monday through Friday. PAT also offers 24 hour Demand Response service to the Fairlawn Area. In 2010, PAT provided over 63,000 passenger trips covering over 149,000 vehicle miles. PAT has received several awards recognizing their success.

- ***Regional Transit***

Continue to support and enhance service provided by the SmartWay bus connecting the New River Valley to the Airport in Roanoke and downtown Roanoke. Also support Megabus and its regional service to Knoxville and Washington DC. Look at options to enhance Megabus service. Support and participate in the regional Transit Coordinating Council that was created as a result of an MPO study. The purpose of the Council is for regional stakeholders to meet regularly to discuss public transportation and serve as a coordinator for governmental entities, stakeholders, and service providers.

- ***Safety in Planning***

To incorporate concepts of Safety Conscious Planning (SCP) as a primary factor in the transportation planning process, a comprehensive, system-wide, and multi-modal approach must be used. This implies a proactive approach aimed at preventing crashes and unsafe conditions, as well as addressing existing transportation hazards. More specifically, this includes making safety an explicit priority within the transportation planning process; proactively assessing safety impacts of future transportation investments as well as reacting to current needs; and integrating safety into the Long Range Plan as well as short range plans such as the UPWP and TIP. VDOT has developed a statewide Strategic Highway Safety Plan which is focused on prevention of accidents as well as reducing injuries and fatalities. The MPO will use information gathered by VDOT to review and recommend specific measures to enhance safety within the MPO. The MPO will also support and assist as needed with other specific Safety Programs such as the Safe Routes to School Program.

- ***Coordinated Public Transit/Human Services Transportation Plan***

Coordinated transportation options will be reviewed and supported in meeting the transportation demands of the region. This particularly affects segments of the population traditionally underserved by Transportation. These would include groups such as senior citizens, persons with disabilities, and low income individuals. An initial study conducted by the Virginia Tech Transportation Institute for the New River Valley and Roanoke Planning District Commissions entitled “New River Valley and Roanoke Public Mobility Study”, gathered information on needs in the region as well as a current inventory of providers. In 2008, the Virginia Department of Rail and Public Transportation (VDRPT) developed a statewide Coordinated Human Service Transportation. A portion of that plan has been approved as the Coordinated Human Services Transportation Plan for the MPO. Regular coordination meetings are held with VDRPT. The MPO supports the Planning District Commission in establishing a Mobility Manager for the region. The approved plan is included in the 2035 Long Range Transportation Plan in compliance with SAFETEA-LU requirements.

- ***Alternative Transportation***

The MPO will work with VDOT and local governments to assure that alternative transportation modes are considered in addressing transportation needs. Organizations that support bicycle/pedestrian transportation will be included in the planning process for future transportation improvements. The MPO currently serves on the regional Bikeway/Walkway Committee of the NRV Planning District Commission that is supporting a regional link between Montgomery County and Pulaski County through the City of Radford. Extensions of the Huckleberry Trail in Christiansburg and Blacksburg have been funded and will be constructed this year. There have been discussions with the Roanoke Valley MPO regarding a

connection of the bicycle/pedestrian facilities in Montgomery and Roanoke Counties to connect the two MPO areas.

- ***Virginia Tech - Montgomery County Executive Airport Authority***

The Authority is comprised of representatives from the Towns of Blacksburg and Christiansburg as well as Montgomery County. The Airport serves primarily corporate and private clientele and is located at 1600 Ramble Road in Blacksburg. An updated Long Range Plan has been developed by the Authority and is included in the MPO 2035 Long Range Transportation Plan. The MPO served on the advisory committee for development of the Airport Master Plan.

- ***Norfolk and Southern Railroad***

Norfolk and Southern provides freight rail service to the MPO area. There has been discussion of the return of passenger rail service with Christiansburg being mentioned as a potential site for a station. The MPO strongly supports reestablishment of passenger rail service through the New River Valley. The MPO supports the demonstration project of using a “Bus Bridge” to the Amtrak service in Lynchburg.

- ***Virginia Tech and Radford University***

The Universities are special traffic generators within the MPO. Events such as graduation, sporting events, and parent weekends can play a major role in area transportation. The MPO will work with Virginia Tech and Radford University in addressing transportation issues that arise.

- ***Freight Transportation in the Region***

Freight transportation plays a major role in the intermodal transportation system. The MPO, through a contract with the New River Valley Planning District Commission, conducted a freight study to identify current freight movement, critical freight needs, and develop potential solutions and target funding sources. The MPO will provide feedback on critical freight issues and work with local stakeholders to enhance freight capabilities within the MPO as needed.

Current and Future UPWP Activities

As noted, the MPO will engage in short range planning activities. Historically, MPO's have undertaken short range projects such as corridor studies, intersection studies, travel time studies, and transportation development plan updates. In the future it is anticipated that the MPO, through the UPWP specified activities, will continue to undertake short-range planning activities to manage congestion, address safety issues, address operational issues, and monitor Long Range Transportation Plan update needs.

Primary issues facing the area include how best to redesign and improve the transportation system and at the same time insure that necessary funds will be available to use in undertaking the physical projects needed given the current financial situation and the funding status of VDOT. The MPO will also work with VDOT to program any future Stimulus funding that is designated for the MPO Area,

The MPO will assure that all MPO planning activities comply with the current federal legislation – Moving Ahead for Progress in the 21st Century (MAP-21) and subsequent reauthorization bills.

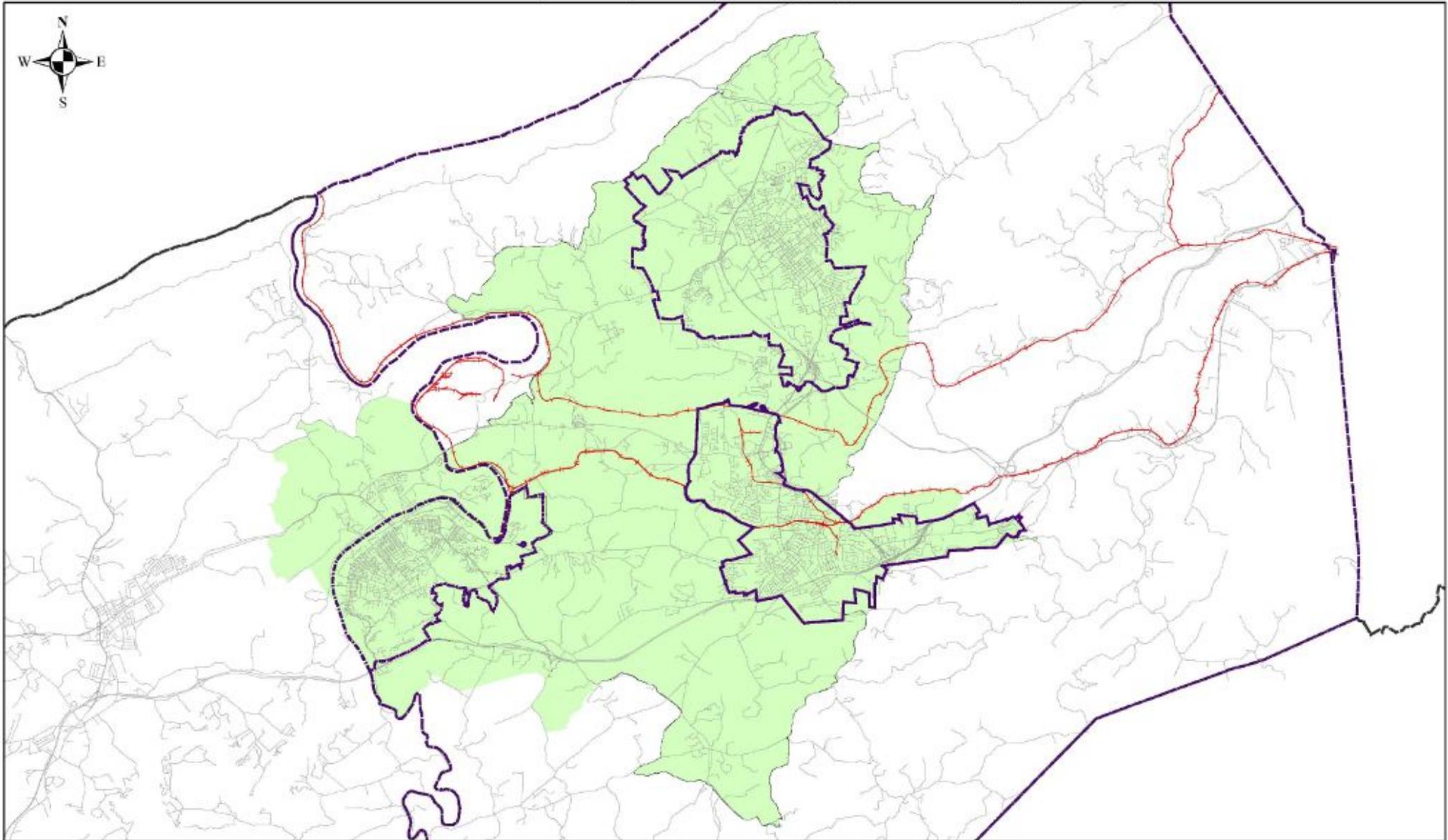
Total Proposed Funding by Federal Source for FY 2013-14

The primary funding sources for transportation planning activities included in this work program are the FHWA - PL, FTA Section 5303, and FHWA State Planning and Research (SPR). The proposed funding amounts (including state and local matching funds) for the New River Valley MPO work program are shown in the following table.

FY 2013-14 New River Valley MPO Proposed Funding by Federal, State, and Local Sources

	FHWA – SPR 80% Fed. & 20% State	FHWA – PL 80% Fed. & 20% State/Local	FTA – Section 5303 80% Fed. & 20% State/Local	Sub-Total
FY 2013-14	\$62,000	\$181,273	\$97,487	\$340,760
Carryover FY11-12		\$53,901		\$53,901
Carryover FY11-12			\$9,621	\$9,621
Carryover FY12-13			\$88,028	\$88,028
Total	\$62,000	\$235,174	\$195,136	\$492,310

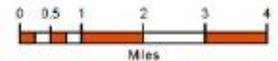
New River Valley Metropolitan Planning Organization Study Area



Prepared By Montgomery County Va
Planning & GIS Services
(Approved September 6, 2012)

Legend

 Corporate Line  2010 MPO Boundary



**New River Valley
METROPOLITAN PLANNING ORGANIZATION
FY 2013-14 Unified Planning Work Program**

PROPOSED FY 2013-14 WORK PROGRAM AND BUDGET

All tasks identified will be performed by MPO staff unless otherwise noted. During this fiscal year, the following activities will be pursued by the MPO:

1. Program Support and Administration

General Administration and Operations

- Management of day-to-day operations of MPO activities including budgeting, purchasing, and overall administrative functions.
- Prepare meeting agenda, minutes, resolutions, arrange for and/or attend meetings, conferences, and training.
- Preparation for and attendance at the MPO Policy Board meetings.
- Preparation for and attendance at Technical Advisory Committee meetings, including any work for special committees.
- Process PL funding requests and/or review of PL and PL Pass-Through funding agreements and addenda.
- Manage local and regional transportation planning activities and conduct/attend public hearings by the MPO, as needed.
- Ensure that mechanisms are in place to coordinate MPO transportation planning activities with guidelines for Environmental Justice and Title VI. Include segments of the population traditionally underserved by transportation in the Transportation Planning Process.
- Complete and submit the Annual Self Certification to FHWA approved by the Policy Board.
- Prepare and execute funding agreements and contracts, including contract extensions or supplements, as needed and approved by the Policy Board
- Prepare and review progress, financial, and other supportive reports including processing quarterly billing invoices and progress reports.
- Prepare and submit an annual audit. The audit will be performed by the consultant hired by Montgomery County for its annual audit.

- Ensure that all federal and state transportation regulations, requirements, and deadlines are met, particularly with federal transit funds.
- Respond to requests for intergovernmental reviews / coordination.
- Work on Geographic Information System (GIS) and Census Transportation Planning Program (CTPP) data for utilization in transportation planning projects, studies, and coordinate as appropriate.
- Review, as necessary, consultant contracts or supplements and monitor consultant contracts, negotiations, and work progress on MPO-conducted studies and plans employing consultants.
- Review road plans when requested for conformance with current transportation plans. Work with VDOT on the potential for employing Intelligent Transportation Systems (ITS) and higher levels of technology in area-wide planning for project development. Assure that proactive strategies for safety are employed during the plan development process.
- Assist in coordinating multi-modal activities and maintain necessary transportation inventories. The MPO will work closely with Blacksburg Transit and their consultant to accomplish this activity.
- Work jointly with the New River Valley Planning District Commission on transportation issues that extend into both areas.
- Work with VDOT and affected localities to assure that pedestrian and bicycle accommodations are considered during project development.
- Continue support of the Rideshare program, the Megabus, and the SmartWay bus.

MAP-21 Responsibilities

- MPO staff to work cooperatively with the Virginia Department of Transportation, as necessary, to assure that all activities of the MPO meet or exceed MAP-21 requirements.
- Review, comment, and endorse municipal Alternative Transportation grant applications, as requested.

Transportation System Management (TSM)

- Continuous review of current transportation plan(s) for consideration of additional TSM improvements such as traffic engineering, fringe parking lots, bicycle and pedestrian facilities, goods movement, and vehicle occupancy. Continue to

support efforts that reduce vehicles on the highways such as the SmartWay Bus, Ride Solutions, and the Two Town Trolley, and Megabus.

- Pursue the development of individual corridor studies included in the adopted 2035 Long Range Transportation Plan as funding allows.
- Provide input for environmental assessments, transit planning, and other transportation planning, when requested.
- Evaluate and review special situations such as: major traffic generators, site plans, special transportation needs, private sector participation, and alternative transportation projects, as needed or requested. Assure that safety is an explicit priority in the planning process.

Special Studies

- MPO staff will work with member jurisdictions to identify transportation issues that warrant further planning study. The MPO will coordinate specific planning projects with VDOT, VDRPT, FTA, and FHWA for review and approval. Selected studies will be incorporated into the UPWP by amendment. All planning studies will be performed by the MPO On Call consultant, an approved agency, or under contract with the Planning District Commission. If funds are not utilized, they will be carried forward for future use.

2. Unified Planning Work Program (UPWP)

- Process amendments to FY 2013-14 Unified Planning Work Program (UPWP), if needed, and prepare the FY 2014-15 UPWP.

3. Public Participation

- Use the approved Public Participation Plan (PPP) for public outreach by the MPO in developing and amending the region's Long Range Transportation Plan, UPWP, TIP and other major plans or studies.
- Continually work to identify additional organizations and individuals not normally included in the transportation planning process and add to our contact list. This plan supports the concept of Environmental Justice to ensure an equitable and inclusive decision-making process for all individuals.
- Review the current Public Participation Plan and revise as necessary.
- Continually update the MPO website. Send out information related to Transportation Planning to the MPO email list.
- Meet with/talk to citizens regarding Transportation Planning within the MPO.

4. Transportation Improvement Program (TIP)

- Process any amendments/adjustments to the FY 2012-15 Transportation Improvement Program (TIP). Provide MPO input on preparation efforts for future TIPs. Assure that any identified current safety needs are considered for inclusion in the TIP.

5. Long Range Transportation Plan

- Use the approved 2035 LRP to develop project requests for inclusion in the TIP and VDOT's Six Year Plan. Amend the 2035 LRP as needed. Accrue funds for next update of the LRP.

6. FTA/VDRPT-Assisted Section 5303 Transportation Planning:

FTA Section 5303 Pass-Through Funds

- Provide transit planning assistance to Blacksburg Transit (BT), Radford Transit (RT), and Pulaski Area Transit (PAT) to: support application of FTA Section 5303 transportation funding; meet FTA Section 5307 requirements for preparing and submitting grant applications; support data collection as required by FTA and the National Transportation Database (NTD); support planning activities for a multi-modal transit facility; conduct short and long range transit planning activities when needed; support the development of the MPO's UPWP, TIP, and Long Range Transportation Plan to ensure transit planning elements.
- These requirements include maintaining Civil Rights (Title VI), DBE and EEO requirements, performance monitoring, ADA planning and preparing all necessary reports. BT will coordinate with the MPO on transit planning activities. Funds are expected to be used to complete identified short and long-term transit planning by contracting consultants for relevant surveys and studies.
- Additional detail is provided on FTA/VDRPT-Assisted Section 5303 Transportation Planning in the attached Task Narrative A.
- Assist Blacksburg Transit as needed in completing Transit studies. Monitor and process Pass Through reimbursement requests.

FY 2013-14 UPWP

End Products Summary**

1. Maintain all administrative requirements.
2. Carry out items in FY 2013-14 Unified Planning Work Program (UPWP).
3. Review and assure that all MPO functions and work products remain in compliance with MAP-21.
4. Monitor the FY 2012-15 Transportation Improvement Program (TIP) and amend/adjust as needed
5. Provide assistance to Blacksburg Transit for transit planning activities.
6. Continue to monitor the transit service expansion in Christiansburg and work with Blacksburg Transit and the Town of Christiansburg to optimize service. Conduct other transit studies as needed.
7. Support the regional Coordinated Human Services Transportation Plan that includes the MPO. Collaborate with the New River Valley Planning District Commission (NRVPDC) and area transportation providers to explore routing solutions and expansion for the area.
8. Support and assist in the pilot project to provide transit service for the Warm Hearth Area of Montgomery County.
9. Provide quarterly reports on the Rideshare program, the SmartWay bus, and transit planning activities.
10. Review and amend as needed the current Public Participation Plan.
11. Complete work on the MPO Bicycle/Pedestrian Master Plan.
12. Support the Regional Transit Coordinating Council meeting on a quarterly basis. Carefully evaluate and give consideration to recommendations that are made.
13. Begin work on the update to the MPO Long Range Plan.
14. Support Transit Agencies in updates to their TDPs.

** - Details are provided in the Narrative Section

**FY 2013-14 New River Valley MPO
Proposed Revenues and Expenditures by Federal, State, and Local Sources**

Proposed Revenues	FHWA – SPR*	State - SPR ¹	FHWA - PL	State Match	Local Match	FTA Sec. 5303	State Match	Local Match	Total
FY 2010-11 Carryover						\$7,697	\$962	\$962	\$9,621
FY2011-12 Carryover			\$43,121	\$5,390	\$5,390				\$53,901
FY2011-12 Carryover						\$70,275	\$8,784	\$8,784	\$87,843
FY 2012-13 Carryover						\$70,275	\$8,784	\$8,784	\$87,843
FY2013-14	\$49,600	\$12,400	\$145,019	\$18,127	\$18,127	\$77,990	\$9,749	\$9,748	\$340,760
Federal & VDOT – SPR Subtotal	\$49,600	\$12,400							\$62,000
FHWA/Match - PL Subtotal			\$188,140	\$23,517	\$23,517				\$235,174
FTA Sec. 5303/Match Subtotal						\$226,237	\$28,279	\$28,278	\$282,794
Total Proposed Revenues	\$49,600	\$12,400	\$188,140	\$23,517	\$23,517	\$226,237	\$28,279	\$28,279	\$579,968
Proposed Expenditures			FHWA - PL	State Match	Local Match	FTA Sec. 5303	State Match	Local Match	Total
1. Program Support and Administration	\$33,600	\$8,400	\$96,140	\$12,017	\$12,017				\$162,174
1.01 General Administration and Operations	\$8,000	\$2,000	\$48,000	\$7,000	\$7,000				\$70,000
1.02 MAP-21 Responsibilities & MPO Compliance			\$12,000	\$1,500	\$1,500				\$15,000
1.03 Transportation System Management			\$1,600	\$200	\$200				\$2,000
1.04 Special Studies	\$25,600	\$6,400	\$34,540	\$4,317	\$4,317				\$75,174
2. Unified Planning Work Program			\$11,200	\$1,400	\$1,400				\$14,000
3. Public Participation			\$25,600	\$3,200	\$3,200				\$32,000
4. Transportation Improvement Program(TIP)	\$8,000	\$2,000	\$9,600	\$1,200	\$1,200				\$22,000
5. 2035 Long Range Transportation Plan	\$8,000	\$2,000	\$53,700	\$6,700	\$6,700				\$77,000
6. FTA/VDRPT-Assisted Section 5303 Transportation Planning						\$226,237	\$28,279	\$28,279	\$282,794
6.01 Program Support and Administration						\$11,348	\$1,418	\$1,418	\$14,185
6.02 General Development/Comprehensive Planning						\$88,919	\$11,114	\$11,114	\$111,147
6.03 Long Range Planning/System Level						\$11,310	\$1,414	\$1,414	\$14,137
6.04 Short Range Planning						\$92,038	\$11,505	\$11,505	\$115,048
6.05 Transportation Improvement/NTD						\$11,310	\$1,414	\$1,414	\$14,137
6.06						N/A	N/A	N/A	N/A
6.07 Special Studies						\$11,310	\$1,414	\$1,414	\$14,137
Total Proposed Expenditures	\$49,600	\$12,400	\$188,140	\$23,517	\$23,517	\$226,235	\$28,279	\$28,279	\$579,968

Note: Figures are rounded to the nearest dollar. All subtotals are estimates included for planning purposes only and are not intended to be restrictive.

*Funds allocated for expenditure by VDOT staff and consultants in support of the MPO planning process

**NEW RIVER VALLEY
METROPOLITAN PLANNING ORGANIZATION
Narratives, Budgeted Amounts for FTA funded portion of FY 2012-2013 UPWP
SECTION 5303 PLANNING AND TECHNICAL STUDIES**

TASK NARRATIVE A.

NOTE: NEW FORMAT WITH ADDITIONAL DETAILS REGARDING OBJECTIVE AND DESCRIPTION AND PRODUCTS FOR EACH FTA TASK, STARTING WITH 2011-2012.

FTA#: 44.21.00 Program Support and Administration

Objective and Description: The Program Support and Administration task covers the activities necessary to administer and maintain transportation planning activities. The primary objectives of this task are:

- To update regional planners and BT management of planning activities relevant to transit
- To assist town staff as needed with communicating with stakeholders regarding transit issues
- To prepare monthly and quarterly status reports as needed
- To assist with technical updates regarding transit on current and future development projects

Products:

- Prepare executive summaries and reports for MPO, PDC, and other stakeholders as requested.
- Develop BT Transportation Planner Master Plan of activities/projects in prioritization order (annual update)
- Write monthly and quarterly status reports as needed re. regional activities related to transit operations
- Maintain/update an inventory of bus stops
- Supervise BT Transportation Planning Internship Program
- Document and maintain a filing system of requests for new services, routes, bus stops, amenities

6.01 Program Support and Administrative	FTA Sec. 5303	State Match	Local Match	Total
Transit FY 14	\$3,899	\$487	\$487	\$4,874
Transit FY 13	\$3,514	\$439	\$439	\$4,392
Transit FY 12	<u>\$3,532</u>	<u>\$442</u>	<u>\$442</u>	\$4,415
Transit FY 11	\$403	\$50	\$50	\$504
Total	\$11,348	\$1,419	\$1,419	\$14,185

FTA#: 44.22.00 General Development/Comprehensive Planning

Objective and Description: The General Development and Comprehensive Planning task supports gathering data to identify issues for further study, define requirements for future plans and designs, and develop transit priorities. The primary objectives of this task are:

- To identify origins and destinations for future routes
- To characterize potential customers (e.g., with Marketing) through surveys and other means
- To identify potential economic development and employment centers that are likely needed destinations
- To identify and summarize other relevant data that supports short-range and long-range planning tasks
- To participate in meetings and other input sessions for updating regional comprehensive plans
- To serve as liaison with transportation consultants for the planning efforts (e.g., Transit Development Plan, Comprehensive Operations Analysis, Regional Cost Model)
- To serve as liaison with area developers (land owners, town staff, etc.) to ensure that transportation issues are addressed during preliminary stages of development

Products:

- Provide weekly input with documentation as needed for regional planners on new developments affecting current or future transit services
- Analyze ridership needs and develop a work plan (operational plan) for the New River Community College
- Investigate planning and operational needs for regional neighborhoods (e.g., the Warm Hearth Retirement Community, Mid-County region of Montgomery County)
- Communicate with area developers, land owners via town and county staff to document future transit needs/plans
- Provide an outline for future expansion into the Montgomery County (e.g., near the Hospital/Warm Hearth)
- Provide status updates to the MPO TAC and other stakeholders on the planning of a joint Blacksburg-Virginia Tech proposed multimodal facility via presentations or verbal updates
- Provide summaries of relevant planning documents to staff and stakeholders as requested
- Facilitate, summarize, and disseminate annual updates to the 2017 BT Transit Development Plan (TPD)
- Support efforts to acquire and collaborate with consultant(s) to upgrade the transit Regional Cost Model to more accurately estimate the costs of transit services.
- Facilitate receiving approval of the TDP from the PDC, Montgomery County, and Virginia Tech
- Coordinate marketing and training efforts with stakeholders for the newly launched pilot bus route connecting the Warm Hearth Village and the LewisGale Hospital Montgomery
- Stay abreast regarding developments and planning of the Virginia Tech-Blacksburg Multimodal Transit Facility (MMTF) via communication with BT staff.
- Facilitate efforts to acquire a consultant and conduct a route analysis in conjunction with the proposed MMTF.

6.02 General Development \Comprehensive Planning	FTA Sec. 5303	State Match	Local Match	Total
Transit FY 14	\$31,196	\$3,899	#3,899	\$38,995
Transit FY 13	\$28,110	\$3,514	\$3,514	<u>\$35,137</u>
Transit FY 12	\$26,696	\$3,337	\$3,337	\$33,370
Transit FY 11	\$2,917	\$365	\$365	\$3,646
Total	<u>\$88,918</u>	<u>\$11,115</u>	<u>\$11,115</u>	<u>\$111,147</u>

FTA#: 44.23.01 Long Range Transportation Planning – System Level

Objective and Description: Long range planning at the system level forms the basis for future transportation planning activities and projects. Long range is generally considered to be 13 months or longer. The primary objectives of this task are:

- To study the transportation system within the region to identify issues and challenges involving multiple jurisdictions
- To align our efforts with regional comprehensive plans
- To use comprehensive plans to make policy recommendations to community leaders and planners

Products:

- Implement recommendations for commuter service within the MPO region
- Consider and outline future connections to planned train and multimodal facilities (e.g., Lynchburg)
- Summarize relevant transit developments in nearby areas (e.g., Pulaski, Dublin, Radford, Floyd) to increase coordination
- Provide content and feedback to the NRV Planning District Commission (PDC) and updates to their Mobility Manager Resource Manual
- Participate in the joint PDC-MPO NRV Regional Transit Organizational Analysis process
- Facilitate issuance and support of a Virginia Tech Bicycle and Pedestrian Infrastructure Analysis RFP
- Align alternative transportation planning efforts (e.g., bike, pedestrian) to coordinate with pathways and transit amenities such as with a BT-supported RFP and/or the Bikeway/Walkway Committee of the NRV Planning District Commission

6.03 Long Range Planning System	FTA Sec. 5303	State Match	Local Match	Total
Transit FY 14	\$3899	\$487	\$487	\$4,874
Transit FY 13	\$3,514	\$439	\$439	\$4,392
Transit FY 12	\$3,513	\$439	\$439	\$4,391
Transit FY 11	\$384	\$48	\$48	\$480
Total	\$11,310	\$1,414	\$1,414	\$14,137

FTA#: 44.24.00 Short Range Transportation Planning

Objective and Description: Short range transportation planning deals with specific programs and projects that implement long range policies. Short range is generally considered to be within 12 months. The primary objectives of this task are:

- To review and evaluate proposed transportation projects for their potential impacts on the regional transportation network in alignment with comprehensive plan goals as requested
- To prioritize proposed transportation projects
- To identify current and immediate transportation needs in the region
- To revisit what is needed and reprioritize needs on a regular basis as funding and other resources become available
- To review and prioritize requests for bus stop changes, improvements, additions, and replacements (e.g., bus stop amenities)

Products:

- Continue promotion and refinement of a Downtown Blacksburg Trolley Plan
- Development of a Bus Stop Improvement Plan to standardize our current bus stops
- Assist in evaluating, refining, and dissemination of Christiansburg Bus Service to regional transportation leaders and key staff (e.g., via announcements/presentations to the MPO TAC and PDC)
- Stay up-to-date with new bus services in Radford
- Outline a draft plan to evaluate the potential for Neighborhood Service in Blacksburg
- Refine process for Route/Schedule Changes and Stop Requests within BT
- Maintain and update the bus stop inventory
- Participate in the GIS Working group to identify and coordinate and evaluate GIS needs
- Maintain and update Web GIS data for use by planners, developers, and citizens
- Update the BT TDP with an annual letter in October of each year

6.04 General Development \Comprehensive Planning	FTA Sec. 5303	State Match	Local Match	Total
Transit FY 14	\$31,196	\$3,899	\$3,899	\$38,995
Transit FY 13	\$28,110	\$3,514	\$3,514	\$35,137
Transit FY 12	\$29,508	\$3,689	\$3,689	\$36,885
Transit FY 11	\$3,225	\$403	\$403	\$4,032
Total	\$92,038	\$11,505	\$11,505	\$115,048

FTA#: 44.25.00 Transportation Improvement Plan

Objective and Description: The objective of the Transportation Improvement Program (TIP) task is to support development efforts of improvement program documents. The primary objectives of this task are:

- To provide transit-relevant information for the Statewide Transportation Improvement Program (STIP) a four-year document, and for other planning documents

Products:

- Provide relevant information via written reports and/or edits for updates to the Town of Blacksburg 2046 Comprehensive Plan
- Provide relevant information for updates to the Montgomery County 2035 plan
- Provide relevant information and textual write-ups for the Town of Blacksburg Capital Improvement Program,
- Review and provide relevant input to the New River Valley Rural Long Range Plan (in coordination with the PDC)
- Review, edit, and provide input regarding transit for the Unified Planning Work Program (UPWP) for the MPO
- Provide a set of updated GIS data files showing bus stops and routes for use by stakeholders upon request
- Provide ridership and other relevant data regarding bus stop routes, based on the bus stop inventory database, and as needed, based on queries of data available from BT's IT department

6.05 Transportation Improvement/NTD	FTA Sec. 5303	State Match	Local Match	Total
Transit FY 14	\$3,899	\$487	\$487	\$4,874
Transit FY 13	\$3,514	\$439	\$439	\$4,392
Transit FY 12	\$3,513	\$439	\$439	\$4,391
Transit FY 11	\$384	\$48	\$48	\$480
Total	\$11,310	\$1,414	\$1,414	\$14,137

FTA#: 44.27.00 Other Activities/Special Studies

Objective and Description: The objective of the other activities/special studies task is to provide for a task that covers unanticipated or otherwise, needed activities related to regional transit planning. The primary objectives of this task are:

- To provide input and leadership as a member of the New River Valley MPO and the New River Valley PDC
- To work with members from the MPO and the PDC to coordinate and enhance regional transportation planning efforts through collaboration and joint activities

Products:

- Attend Monthly MPO TAC meetings and provide summary reports to transit and other stakeholders as needed.
- Attend NRV PDC Transportation TAC meetings and provide summary reports as needed
- Communicate both relevant MPO and PDC regarding transit to staff so BT can coordinate efforts with Virginia Tech staff on a regular basis and with others stakeholders as needed
- Facilitate, support, and/or conduct feasibility studies for potential and new transit services in the MPO region
- Coordinate with Town of Blacksburg and other staff as needed regarding transit-related issues within the MPO region

6.07 Other Special Studies	FTA Sec. 5303	State Match	Local Match	Total
Transit FY 14	\$3,899	\$487	\$487	\$4,874
Transit FY 13	\$3,514	\$439	\$439	\$4,392
Transit FY 12	\$3,513	\$439	\$439	\$4,391
Transit FY 11	\$384	\$48	\$48	\$480
Total	\$11,310	\$1,414	\$1,414	\$14,137

Previous Work Toward Objective:

As of July 1, 2011, Blacksburg Transit completed a TDP and submitted an annual update letter to DRPT in December 2012. During 2012 BT drafted request for proposal (RFP) to conduct a route analysis in conjunction with the proposed MMTF, which should be released in 2013. In February 2013, BT also submitted a proposal to Virginia DRPT to expand services for senior transportation as well as to provide additional marketing and training to residents about the route launched in 2011 between Warm Hearth Village and the LewisGale Hospital Montgomery within the MPO service area. The transportation planner will facilitate these efforts and oversee the implementation of relevant planning efforts outlined in the resultant documents.

Relationship to Other Activities:

Provide support for overall improvements to operation of Blacksburg Transit; maintaining public transit service compliance with FTA guidance and regulations under SAFETEA-LU.

Agency Responsible for Work:

- a) Blacksburg Transit by pass-through contract with the New River Valley Metropolitan Planning Organization and
- b) The New River Valley Metropolitan Planning Organization, as funds recipient.