

**A MEMORANDUM OF UNDERSTANDING BY AND BETWEEN  
THE NEW RIVER VALLEY METROPOLITAN PLANNING ORGANIZATION  
AND  
THE TOWN OF BLACKSBURG OPERATING BLACKSBURG TRANSIT  
RELATING TO**

**CONTINUING TRANSPORTATION PLANNING  
IN RELATIONSHIP TO PUBLIC TRANSIT SERVICE PROVIDED BY THE  
TOWN OF BLACKSBURG OPERATING BLACKSBURG TRANSIT**

This Memorandum of Understanding is made effective on this 1st day of September, 2016, between the New River Valley Metropolitan Planning Organization (hereinafter referred to as "NRV MPO"), and the Town of Blacksburg (hereinafter referred to as "Blacksburg"), the operator of the publicly-owned transit system located within the Blacksburg VA urbanized area-serving Blacksburg, Christiansburg, and the adjacent area in Virginia.

**WITNESSETH:**

**WHEREAS**, the NRV MPO is the designated Metropolitan Planning Organization (MPO), as set forth in the United States Department of Transportation ("US DOT") issued regulation 23 CFR § 450.314(a), covering portions of Montgomery and Pulaski Counties and the City of Radford (the Region); and

**WHEREAS**, representatives on the NRV MPO Policy Board include appointees of the counties of Montgomery and Pulaski, the City of Radford, the Towns of Blacksburg and Christiansburg, the Virginia Department of Transportation (VDOT), the Virginia Department of Rail and Public Transportation (VDRPT), Virginia Tech, Radford University, New River Community College, the New River Valley Regional Commission, the Federal Highway Administration ("FHWA"), and the Federal Transit Administration ("FTA"); and

**WHEREAS**, the NRV MPO is the Metropolitan Planning Organization (MPO) which serves portions of Montgomery and Pulaski Counties and the City of Radford; and

**WHEREAS**, Blacksburg operates Blacksburg Transit, one of the public transportation systems operating within the Blacksburg VA Urbanized Area; and

**WHEREAS**, the NRV MPO and Blacksburg seek to carry out public transit planning in compliance with the regulations and guidelines of the Federal Highway Administration and Federal Transit Administration; and

**WHEREAS**, the Blacksburg VA region has exceeded the threshold as classified by the United States 2010 Census of being an Urbanized Area (UZA), with 50,000 residents or more, and;

**WHEREAS**, the Virginia Department of Rail and Public Transportation (VDRPT) has designated the NRV MPO to carry out urban transportation planning activities in the Blacksburg VA Urbanized Area in regards to public transportation, and;

**WHEREAS**, Blacksburg is recognized as a direct recipient in the Urbanized Area for Federal Transit Administration grants and aid under Section 5307 of the Federal Transit Act, as amended; and

**WHEREAS**, the NRV MPO and Blacksburg desire to set forth guidelines for cooperative procedures that define roles and responsibilities for each.

**NOW, THEREFORE,** the parties hereto agree to the following:

**1. The Parties' General Intent:** The parties shall cooperate to carry out public transportation planning in a manner that conforms to guidelines issued by US DOT for transportation systems planning, project planning, and environmental planning and review, which includes the following:

- Establish and implement a public outreach program in support of the system planning program including the Transportation Improvement Program (TIP), the Unified Planning Work Program (UPWP), and the Long Range Transportation Plan (LRTP);
- Ensure that studies, as appropriate, support the development and analysis of transit options based on consultation with transit operators;
- Develop regional forecasts of population, employment, and land use;
- Develop transportation models and perform analyses for the region;
- Perform such studies as are necessary to sustain current operations, comply with federal and state requirements, and ensure integrity of existing operations and services;
- Provide regular briefings to the NRV MPO Policy Board on public transportation planning.

**2. Transportation Systems Planning:**

A. Roles and responsibilities of the NRV MPO for public transportation systems planning in the Blacksburg VA Urbanized Area shall include:

- Produce in consultation with VDOT and VDRPT and the agency's consultants, a financially constrained public transit element which identifies all regionally significant proposed facilities.
- Conduct planning studies utilizing FTA Section 5303 funding that support the transit providers that operate within the MPO.

B. Roles and responsibilities of Blacksburg for transportation systems planning in the Blacksburg VA Urbanized Area shall include:

- Provide appropriate transit options for consideration in the NRV MPO studies of corridors and subareas;
- Participate in technical support for studies by the NRV MPO of corridors/subareas;
- Provide technical assistance and data to staff of the NRV MPO in the development of needs statements, concept definitions, and determinations of physical and operational feasibility;
- Identify transit services and projects which may cross the boundaries of the Region and require planning and forecasting coordination among other MPOs or Planning (Regional) Commissions;
- Develop and implement, as appropriate, a process for advancing public transit capital projects;

**3. Project Planning:**

A. Roles and Responsibilities of the NRV MPO for Project Planning shall include:

- Work with Blacksburg for inclusion of transit planning projects in the UPWP, TIP, and other planning programs of the NRV MPO; and

- When appropriate, participate in joint planning with Blacksburg, to assure consistency of planning assumptions, forecasts and establishment of feasibility for projects; and
- Develop studies to define transit concepts, feasibility, and cost estimates; and
- Prepare information submittals for studies and analyses; and
- Participate in technical support of any transit studies carried out by Blacksburg.

B. Roles and Responsibilities of Blacksburg for Project Planning shall include:

- Perform project planning and advance projects through a development process including studies to comply with local, state and federal guidance and regulations; and
- Involve the NRV MPO in project studies at the technical level as appropriate; and prepare preliminary and final engineering, and final cost estimates for transit projects; and
- Conduct public outreach and encourage public participation as required under applicable federal and state laws and regulations; and
- Prepare information submittals for projects; and
- Provide regular briefings and opportunities for input from the NRV MPO Policy Board.

**4. Transportation Improvement Program (TIP), Unified Planning Work Program (UPWP), and the Long Range Transportation Plan (LRTP):**

A. Roles and Responsibilities of the NRV MPO shall include:

- Develop in cooperation with VDOT, VDRPT, and Blacksburg, the TIP, the UPWP, and the LRTP for consideration and review. Approve the final documents.
- Conduct in cooperation with VDOT, VDRPT, and Blacksburg, public outreach and encourage public participation in the development of the TIP, UPWP, and the LRTP as required under applicable federal and state laws and regulations;

B. Roles and Responsibilities of Blacksburg shall include:

- Develop in cooperation with VDOT, VDRPT, and the NRV MPO, the public transportation component of the TIP and the UPWP for Blacksburg; and
- Assist VDOT, VDRPT, and the NRV MPO in public outreach and encourage public participation in the development of the UPWP, TIP, and LRTP as required under applicable federal and state laws and regulations.

IN WITNESS WHEREOF, the parties hereto, intending to be legally bound hereby, have executed this Memorandum of Understanding by their duly authorized officers or representatives, as of the date first above written.

New River Valley  
Metropolitan Planning Organization (NRV MPO)

Town of Blacksburg (Blacksburg)

By: \_\_\_\_\_

By: \_\_\_\_\_

**F. Craig Meadows**  
Chairman

**Marc Verneil**  
Town Manager

Date: \_\_\_\_\_

Date: \_\_\_\_\_