



# UNIFIED PLANNING WORK PROGRAM

For the Metropolitan Planning Organization,  
Pioneer Valley Region, Massachusetts

**Fiscal Year 2005**

October 1, 2004 to September 30, 2005



prepared by the  
Pioneer Valley  
Planning Commission

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## INTRODUCTION

The Unified Planning Work Program (UPWP) is a narrative description of the annual technical work program for a continuing, cooperative and comprehensive (3C) transportation planning process in the Pioneer Valley Region. As the lead planning agency for the Pioneer Valley Metropolitan Planning Organization (MPO), the Pioneer Valley Planning Commission (PVPC) is responsible for developing the UPWP in cooperation with other members of the MPO including the Pioneer Valley Transit Authority, the Executive Office of Transportation (EOT), and the Massachusetts Highway Department (MassHighway).

The UPWP provides an indication of regional long and short-range transportation planning objectives, the manner in which these objectives will be achieved, the budget necessary to sustain the overall planning effort, and the sources of funding for each specific program element. All tasks will be performed by the PVPC in cooperation with appropriate agencies, unless otherwise stated.

The work tasks within this UPWP are reflective of issues and concerns originating from transportation agencies at the federal, state and local levels. As always, the UPWP continues and extends the PVPC's emphasis on "results-oriented" tasks. In addition, several tasks are specifically targeted to implement provisions of several pieces of federal legislation, particularly the Transportation Equity Act for the 21<sup>st</sup> Century (TEA-21), the Clean Air Act Amendments of 1990 (CAAA) and the Americans with Disabilities Act (ADA).

The descriptions of the tasks to be accomplished and the budgets for these tasks are based on the best estimate of what can be accomplished within the confines of available resources. If, in the performance of this work program, it becomes apparent that certain tasks cannot be accomplished due to changing or unforeseen circumstances, the UPWP will be adjusted by redefining the scope of the tasks and/or reallocating funds among tasks. Such adjustments will be developed in cooperation with EOT, MassHighway, the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), the Pioneer Valley Transit Authority (PVTA), and other concerned agencies as appropriate.

The time periods, or "program years", for the various funding sources are outlined in the following chart:

<b>Funding Source</b>	<b>Fiscal Period:</b>
FHWA/MassHighway	October 1, 2004 through September 30, 2005
FTA/EOT	October 1, 2004 through September 30, 2005
PVTA	July, 2004 through June, 2005
Scenic Byways Program	Various Contract Periods

***The Pioneer Valley Metropolitan Planning Organization endorses the 2005 Unified Planning Work Program for the Pioneer Valley Region once it has been developed cooperatively and in accordance with the Public Participation Process established for this region. This document was endorsed by the Pioneer Valley MPO on September 9, 2004. A copy of the endorsement sheet appears at the end of the document.***

## TRANSPORTATION PLANNING FUNDING SOURCES

**FHWA/MassHighway** - MassHighway receives two types of funds from FHWA that are passed through to planning agencies to conduct 3C transportation planning activities. These funds include Metropolitan Planning funds (PL) and Statewide Planning and Research funds (SPR) and are apportioned to states on the basis of population in urbanized areas and relative to the amount of highway construction funds the state receives. MassHighway maintains multi-year contracts with planning agencies to conduct transportation related planning activities within each region. These multi-year contracts utilize the PL and SPR funds received by FHWA.

Within the Pioneer Valley region the predominant source of funding from MassHighway is PL funds. Unexpended funds from contract to contract are reserved in a "PL Balance" account for the region. Below is a summary of PVPC's continuing PL funding account.

Total PL Allocations as of October 1, 2004 (FFY 2005)	\$10,418,836
Total PL Expenditures as of June 30, 2003	\$9,179,500
Current PL Balance	\$1,239,336
Estimated PL Expenditure in FFY 2005 UPWP	\$634,420
Estimated PL Balance as of September 30, 2005	\$604,916

Source: MassHighway

A total of \$634,420 in PL funds has been programmed for PVPC's FY2005 Transportation Work Program. Of this \$634,420, \$625,000 is "new" PL funding for FY2005. The remaining \$9,420 is a drawdown from PVPC's PL Balance. Direct Costs are expected vary among tasks in the UPWP and are subject to change. A total of \$40,750 has been allocated for Direct Costs in FY2005.

**FTA/EOT/PVTA** – Two types of funds are used for transit planning purposes in the Pioneer Valley region; Section 5303 (formerly Section 8 Metropolitan Planning) and Section 5307 funds (formerly Section 9 Capital) of the Federal Transit Act Amendments of 1991. Section 5303 funds are earmarked for use in planning and technical studies related to urban mass transportation. They are filtered down from the Federal Transit Administration through the EOT to the regional planning agencies in the Commonwealth. Section 5307 funds can be used for planning as well as other purposes, and are distributed by the FTA on the basis of the Regional Transit Authority (RTA) service area population. The Pioneer Valley Transit Authority, using Section 5307 funds from the FTA, contracts with the PVPC for assistance on a wide range of planning activities. Both funds require a 20% local match, which is provided by the RTA.

The Pioneer Valley Transit Authority, the FTA Section 5307I applicant, has consulted with the Pioneer Valley Planning Commission and concurs that the public involvement process adopted by the MPO for the development of the UPWP satisfies the public hearing requirements that pertain to the development of the Program of Projects for regular Section 5307, Urbanized Area Formula Program, grant application including the provision for public notice and the time established for public review and comment.

For FTA projects that are not routine; i.e. Section 5307 applications that required environmental assessment or an environmental impact statement, the public involvement provided herein for UPWP review is not sufficient. FTA will require additional public involvement prior to grant approval, as presented in the joint FHWA/FTA environmental regulations, 23 CFR-Part 771.

**Other Funding Sources** – Other funding sources available are typically sought to conduct specific planning activities. These funds include highway funds such as Congestion Mitigation Air Quality (CMAQ) funds and Scenic Byway funds. Similar to incentive grants provided by the Executive Office of Community Development (EOCD), these funds are awarded on a competitive basis and award is not guaranteed.

Many projects completed by the Community Development and Land Use Sections are funded through the award of competitive grants and through private contracts with local communities. These sources include Municipal Incentive Grants (MIGs), Community Development Block Grants, Community Development Action Grants, and Urban Development Action Grants. The PVPC also receives a modest amount of funding from community assessment dollars which is used to supplement the local technical assistance program.

## FIX IT FIRST/COMMUNITIES FIRST

In January, 2003 Massachusetts Governor Mitt Romney developed the Statewide Road and Bridge Policy. It states that it shall be the policy of the Commonwealth of Massachusetts, in all programs involving work on streets, roads and bridges, to:

**Fix It First:** To give priority to the repair of existing streets, roads and bridges; and



Use **Communities First Initiatives**: Wherever a street, road or bridge needs to be re-designed and reconstructed, to plan and undertake, in collaboration with the affected community, a “context-sensitive” project – one that fully protects and enhances the surrounding community and landscape while addressing mobility for all transportation modes.

The purposes of this policy are to:

- Prevent sprawl;
- Recognize all the Commonwealth's citizens and communities as its transportation agencies' customers;
- Avoid the costs associated with unnecessary road widening and the conflicts they entail, and thereby use available funding to complete more projects in more communities and to produce more construction jobs; and
- Provide enhanced mobility for sustainable transportation modes (walking, bicycling, and public transportation).

The FY2005 Unified Planning Work Program for the Pioneer Valley Metropolitan Planning Organization adheres to the Fix It First/Communities First Policy. All proposed transportation planning tasks for the MPO have been modified to incorporate these policies to the extent possible.

## PIONEER VALLEY METROPOLITAN PLANNING ORGANIZATION MEMBERS

The Pioneer Valley Metropolitan Planning Organization (MPO) implements and oversees the 3C transportation planning process in the Pioneer Valley region. The objective of the **3C** transportation planning process is to assist, support, and provide the capability to maintain an open **comprehensive, cooperative, and continuing** transportation planning and programming process at all levels of government in conformance with applicable federal and state requirements and guidelines. The Pioneer Valley MPO was restructured in September of 1998 to increase the role of the local communities in the transportation planning process. The number of voting members was increased from four to eight and consists of the following officials or their designee or alternate.

- The Secretary of the Executive Office of Transportation and Construction
- The Commissioner of the Massachusetts Highway Department
- The Chairman of the Pioneer Valley Planning Commission
- The Chairman of the Pioneer Valley Transit Authority
- The Mayor of one of the following three urban core cities within the Pioneer Valley region:

Chicopee

Holyoke

Springfield

- The Mayor or Selectman of one of the following six urban centers outside of the three core cities within the Pioneer Valley region:

Agawam  
Northampton

Amherst  
Westfield

Easthampton  
West Springfield

- A Selectman of one of the following twelve suburban towns within the Pioneer Valley region:

Belchertown  
Hadley  
Palmer  
Southwick

East Longmeadow  
Longmeadow  
South Hadley  
Ware

Granby  
Ludlow  
Southampton  
Wilbraham

- A Selectman of one of the following twenty-two rural towns within the Pioneer Valley region:

Blandford	Brimfield	Chester
Chesterfield	Cummington	Goshen
Granville	Hampden	Hatfield
Holland	Huntington	Middlefield
Montgomery	Monson	Pelham
Plainfield	Russell	Tolland
Wales	Westhampton	Williamsburg
Worthington		

In addition, the Joint Transportation Committee (JTC) Chairman, and one representative each from both the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA), the four alternate community representatives, and one representative each from both the Massachusetts Highway Department District One and District Two Offices shall be considered ex-officio, non-voting members of the Pioneer Valley MPO.

### Pioneer Valley MPO Members

Name	Title
Daniel A. Grabauskas	Secretary of the Executive Office of Transportation and Construction
John Cogliano	Commissioner of the Massachusetts Highway Department
Henry Barton	Chairman of the Pioneer Valley Executive Committee
James L. St. Amand	Chairman of the Pioneer Valley Transit Authority Advisory Board
Mayor Michael Sullivan	Mayor of Holyoke
Mayor Richard Sullivan	Mayor of Westfield
Brian Ashe	Longmeadow Board of Selectmen
Chris Morris	Williamsburg Board of Selectmen
<b>Alternates</b>	
Mayor Charles Ryan	Mayor of Springfield
Mayor Richard Goyette	Mayor of Chicopee
Mayor Edward Gibson	Mayor of West Springfield

### JOINT TRANSPORTATION COMMITTEE (JTC)

The JTC is a committee comprised of representatives of local, regional and state governments, as well as private groups and individuals involved in providing transportation facilities, services, and/or planning, including, Peter Pan Bus Lines, Inc., the Pioneer Valley Railroad, and the Westfield Airport.

The JTC was established by the 3C Memorandum of Understanding for the purpose of incorporating citizen participation in the transportation planning process. It is intended that the JTC be representative of both public and private interests in the region and provide a forum for reviewing transportation plans and projects, offering comments and recommendations to guide transportation planning and transportation improvements in the region. The JTC also serves in an advisory capacity to the MPO as they decide on whether accepting and endorsing a plan or project is appropriate. The JTC plays a key role in reviewing documents such as the Regional Transportation Plan, the annual Transportation Improvement Program and the Unified Planning Work Program.

## Pioneer Valley Joint Transportation Committee Members and Alternates

Community	Member	Alternate
Agawam	John Stone	Georgeanne Hoyman
Amherst	Guilford Mooring	
Barnes Municipal Airport	Chris Willenborg	
Belchertown	Steven Williams	Gary Brougham
Brimfield	Robert Hanna	
Chester	Tony Mazzaferro	
Chesterfield	Edward Dahill	
Chicopee	Catherine Brown	Steven Frederick
Cummington	Peter Watson	
East Longmeadow	David Gromaski	S. Kelly
Easthampton	Stuart Beckley	James Gracia
Goshen		
Granby	David Derosiers	
Granville	Doug Roberts	Kathryn Martin
Hadley	Alexandra Dawson	
Hampden	Melissa Reeves	Duane Mosier
Hatfield	Jim Reedy	
Holland	Jeff Landers	
Holyoke	William Fuqua	
Huntington	Peter Webb	
Longmeadow		
Ludlow	Paul Dzubick	
MassHighway District 1	Ross Dindio	
MassHighway District 2	Richard Masse	Merryl Mandell
Middlefield	Keith Porter	
Monson	John Morrell	Gretchen Neggers
Montgomery	Joe Kozaczka	
Northampton	George Andrikidis	Wayne Feiden
Palmer	Jean Boubon	Alice Davey
Pelham	Rick Adamcek	
Peter Pan Bus Lines	Peter Picknelly, Jr.	Robert Schwarz
Pioneer Valley Railroad		
Pioneer Valley Transit Authority	Sandra Sheehan	
Plainfield	Charles Waterhouse	
Russell	Mickey Sharkey	
South Hadley	Gregory Kereakoglow	
Southampton	Edward J. Cauley	
Southwick		Karl Stinehart
Springfield	Allan Chwalek	Peter Shumway
Tolland	James Deming	Richard Daley
University of Massachusetts	Al Byam	
Wales	David Worth	
Ware	Gilbert St. George-Sorel	Paul Hills
Westfield	Mark Cressotti	
Westhampton	David Blakesly	Lydia Omasta
West Springfield	James W. Lyons	James Czach
Wilbraham	James E. Thompson	Tonya Bosch
Williamsburg	William Turner	Kim Boas
Worthington		



## TRANSPORTATION PLANNING STAFF

The Pioneer Valley Planning Commission employs a total of nine full-time transportation planners and at least two part-time transportation interns.

<b><u>Name</u></b>	<b><u>Title</u></b>
Tim Doherty	Senior Transportation Planner II
David Johnson	Transportation Planner I
Amir Kouzehkanani	Senior Transportation Planner – Manager
Andrew McCaul	Transportation Planner II
Jeff McCollough	Senior Transportation Planner II
Melissa Paciulli	Senior Transportation Planner II
Dana Roscoe	Principal Planner - Section Head
Gary Roux	Principal Planner - Section Head
Kimberly Stearns	Transportation Planner II

## STAFFING REPORT

The following PVPC staff members are expected to work on the FY2005 Unified Planning Work Program. The percentage of each staff member's time devoted to Transportation Planning Tasks is approximated under "% Time on Transportation".

Staff	Position	% Time on Transportation
Ray Centeno	Graphics Designer	24%
Chris Curtis	Principal Planner/Section Manager	15%
Matthew Delmonte	Land Use Planner	15%
Sabine Dietrich	Land Use Planner	13%
Tim Doherty	Senior Transit Planner	100%
Christopher Dunphy	Community Development Senior Planner	10%
Paul Foster	Analyst/Regional Information Center Manager	71%
James Gray	Community Development Principal Planner	10%
Shaun Hayes	Principal Planner/Section Manager	10%
Dave Johnson	Transit Planner	100%
Amir Kouzehkanani	Senior Transp. Planner/Manager	100%
James Mazik	Community Development Section Head/Chief Planner	15%
Andrew McCaul	Transportation Planner II	100%
Jeff McCullough	Senior Transportation Planner	100%
Catherine Miller	Senior Planner/Section Manager	23%
Melissa Paciulli	Senior Transportation Planner	100%
Bonnie Parsons	Community Development Principal Planner	35%
Dana Roscoe	Principal Planner	100%
Gary Roux	Principal Planner	100%
Jim Scace	Senior Planner/GIS Specialist	7%
Ashley Shea	Communications Manager	19%
Kimberly Stearns	Transportation Planner II	100%
Lori Tanner	Community Development Planner	10%
Todd Zukowski	Planner Specialist/GIS Graphics	44%
Transportation Interns (2)	Intern	100%
Vacant	Land Use Planner	29%

## PREVIOUS TRANSPORTATION STUDIES

Jacob's Ladder Trail Scenic Byway Study- Landscape Inventory & Assessment  
Jacob's Ladder Trail Scenic Byway Study- Executive Summary  
Jacob's Ladder Trail Scenic Byway Study- Highway and Safety Analysis  
Jacob's Ladder Trail Scenic Byway Study- Cultural Resources Inventory  
Jacob's Ladder Trail Scenic Byway Study- Land Use Strategies  
Touring Jacob's Ladder Trail by Bicycle or Car  
Jacob's Ladder Trail Scenic Byway Development Guidebook  
Jacob's Ladder Trail Scenic Byway. Improvements Plan: Phase II  
Town of Hadley Ma. Americans with Disability Act. Transition Plan.  
The Pioneer Valley Plan For Progress  
Connecticut River Walk & Bikeway Analysis  
Valley Vision: The Regional Land Use Plan  
A View of Our Valley: Population  
A View Of Our Valley: Transportation  
A View of Our Valley: Employment & Income  
A View of Our Valley: Market Trends  
Employment Projections for the PVPC  
Major Employers Inventory for the Pioneer Valley Region  
1997 Major Employers Inventory Report  
Route 9 Corridor Study, Traffic Improvements  
Interstate 91 Corridor Study: An Impact Analysis of the Cultural Landscape  
Southwick Report: A Report on Traffic Issues  
1990 Transit Riders Study  
Route 10 Corridor Study  
Route 9 Corridor Supplemental Report  
Route 5 Corridor Study  
Rte.9 Corridor Study: Land Use Trends  
Rte.9 Corridor Study Addendum  
Rte. 5 Corridor Study Supplemental Report: Rte. 5 Signal Coordination  
Rte. 5 Corridor Study Supplemental Report: Elmwood Area Preliminary Travel Demand Analysis  
Route 10/202 Corridor Study  
A Decade of Regional Traffic Counts 1983-1993  
Origin/Destination Survey of PVTa Rte. 107  
Complimentary Paratransit Plan  
Forging a Link Between Land Use & Transportation Planning in the Pioneer Valley Region  
Boston Road Corridor Study  
The VMT Reduction Workbook  
PVTa Economic Benefit and Impact Study  
Regional Traffic Counts 1990-1995

Regional Traffic Counts 1992-1997  
Regional Traffic Counts 1994-1999  
1997 Pioneer Valley Regional Transportation Plan  
Regional Pavement Management Report  
State Street Signal Coordination Project  
Pioneer Valley Region Congestion Mgmt. System  
Traffic and Parking Study Update Report for Easthampton  
Connecticut River Scenic Farm Byway Study  
Route 20 Corridor Study – Westfield/West Springfield  
Town of Wilbraham Pavement Management Study  
Town of Belchertown Pavement Management Study  
Town of Ludlow Pavement Management Study  
PVTa Green 01 Transit Route Survey  
PVTa Bus Stop Survey  
Downtown Amherst Parking Study  
Downtown Ware Parking Study  
East Longmeadow Rotary Study  
There's No Place Like Our Home (Strategy 2000)  
Springfield Street Traffic Study – Agawam  
Norwottuck Rail Trail Parking Study  
Public Participation within the Transportation Planning Process  
State of the Pioneer Valley: 2000  
State of the Pioneer Valley: 2001  
Trends in Building Permits: 1988 to 1997  
Data Digest: Commercial and Industrial Capacity in the Pioneer Valley Region  
Data Digest: Residential Property in the Pioneer Valley Region: 1993 - 98  
Regional Profile: A Statistical Profile of the Hartford-Springfield Interstate Region  
Agawam Pavement Management Study  
The Pioneer Valley Regional Bicycle and Pedestrian Transportation Plan  
Bradley Airport Study for Western Massachusetts  
2000 Pioneer Valley Regional Transportation Plan  
2001 Update to the Regional Congestion Management System  
Outer Belt Transportation Study  
Holyoke Downtown Flow Study  
Regional Traffic Counts 1997 – 2001  
Hampden County House of Correction Parking Study  
Linden Street Traffic Study  
Northampton Transportation Plan  
2003 Regional Transportation Plan Update  
West Springfield Parking Study  
PVTa Garage Parking Study  
Longmeadow Route 5 Traffic Study  
Norwottuck Rail Trail User Survey

## STUDIES COMPLETED AS PART OF THE FY 2004 UPWP

Community and Facility Profiles (various)  
Local Technical Assistance Requests (various)  
Executive Order 418 Community Development Plans (various)  
Regional Traffic Counts, 1999 – 2003  
McKnight and Bay Neighborhood Traffic Study  
Route 32 – Ware Traffic Study  
Springfield – St. James Ave./St. James Blvd. Study  
Merrick/Memorial Neighborhood Plan – Phase I  
Route 9 at North and South Maple Street Safety Study  
Massachusetts Turnpike Exit 6 at I-291 Safety Study

Route 5 at Conz Street Safety Study

## **WORK ELEMENT 1 – MANAGEMENT AND CERTIFICATION OF THE 3C PROCESS**

This work element encompasses the administration and support of the 3-C transportation process and has been divided into the following tasks for FY 2005.

### ***Task 1.1 Management of the 3-C Process***

#### **OBJECTIVE:**

To assist, support, and facilitate an open Comprehensive, Cooperative, and Continuing (3C) transportation planning and programming process at all levels of government in conformance with applicable federal and state requirements and guidelines as described in the 3C Memorandum of Understanding.

#### **PREVIOUS WORK:**

Management of the 3C process using previous Unified Work Program and prospectus documents, transportation plans, Memorandum of Understanding, and Annual Review Reports.

#### **PROPOSED ACTIVITIES:**

1. Provide liaisons between PVPC communities, PVTA, private transportation providers, abutting regions and communities including the State of Connecticut, and other organizations at the local, regional, state, and federal levels on transportation related matters, issues and actions.
2. Work with the Metropolitan Planning Organization (MPO) and its constituent members. Present transportation plans and programs developed through the 3C public participation process for appropriate MPO action.
3. Provide technical assistance to the Transportation Policy Advisory Group (i.e. Joint Transportation Committee) and subgroups thereof.
4. Participate in Transportation Managers Group as a means to continually improve the quality and operation of the transportation planning process.
5. Review and comment on federal and state transportation-related plans, programs, regulations and guidelines.
6. Provide transportation planning services in support of the PVPC's comprehensive planning programs and conduct meetings and workshops on transportation issues.
7. Participate in informational transportation programs and courses. Review literature on new transportation planning procedures.

#### **PRODUCTS:**

1. Technical assistance memoranda, reports, and workshops as needed.
2. Updates to certification documents as required.
3. MPO meeting minutes.

Source	Budget	Est. Staff Effort
MassHighway PL	\$24,000	15 weeks
FTA S.5303	\$10,000	6 weeks
PVTA S.5307	<u>\$6,250</u>	<u>4 weeks</u>
TOTAL	\$40,250	25 weeks

Direct Labor	\$19,076
Indirect Costs	\$21,174

## **Task 1.2 Unified Planning Work Program**

### **OBJECTIVE:**

To prepare and continually maintain a Unified Planning Work Program (UPWP) that describes all transportation and transportation-related planning activities anticipated within the PVPC planning region during the forthcoming period regardless of funding source. To develop, maintain, and complete the UPWP in conformance with applicable federal, state, and regional guidelines.

### **PREVIOUS WORK:**

1. Pioneer Valley Unified Work Programs 1974 - 2004.

### **PROPOSED ACTIVITIES:**

1. Review and amend relevant portions of the PVPC's UPWP in order to meet new planning requirements and/or circumstances pertinent to the region's transportation sector. Circulate revisions to the appropriate agencies for review and/or endorsement.
2. Develop a new UPWP for the PVPC planning region covering the next program year. The development of a new UPWP will be prepared in cooperation with the Regional Joint Transportation Committee (JTC) and MassHighway and subject to the adopted Public Participation Plan.

### **PRODUCTS:**

1. Amendments to the current UPWP as necessary.
2. UPWP for the next program year (FFY 2006)

Source	Budget	Est. Staff Effort
MassHighway PL	\$3,500	2 weeks
FTA S.5303	\$1,250	1 weeks
TOTAL	\$4,750	3 weeks

Direct Labor	\$2,251
Indirect Costs	\$2,499

## **Task 1.3 Public Participation Process**

### **OBJECTIVE:**

To provide the public with complete information, timely notice, full access to key decisions and opportunities for early and continuing involvement in the 3C process. To assess the effectiveness of the current Public Participation Process and to develop and enhance the process of regional involvement supporting the objectives of TEA-21.

### **PREVIOUS WORK:**

1. Pioneer Valley Public Participation Process 2000-2004.
2. Memorandum of Understanding for the restructure of the Pioneer Valley Metropolitan Planning Organization.
3. PVPC website.
4. "REGION" – PVPC cable access show.

### **PROPOSED ACTIVITIES:**

1. Refine the current Public Participation Process as needed.
2. Apply the Public Participation Process to transportation programs and tasks: prepare for public meetings, attend public meetings, use the outreach staff person to increase public participation, inform and educate residents and employers of the region about TEA-21, CAAA, and PVPC activities.
3. Review the Public Participation Process and enhance as necessary.

4. Apply new and innovative approaches to improve public participation levels and opportunities, especially for plans and programs.
5. Provide assistance in implementing start-up activities for grant-funded projects, including TEA-21 Enhancement projects. Assistance will include developing RFPs, advertising projects for bids, assisting in engineer/designer selection and developing contracts for grant-funded projects.
6. Develop a series of informational brochures describing the many transportation planning services of the PVPC (i.e. pavement management, traffic counting, safety studies, etc.).

**PRODUCTS:**

1. Meeting minutes.
2. Press releases for TDM, TMA and Enhancement projects.
3. Informational brochures

Source	Budget	Est. Staff Effort
MassHighway PL	\$23,263	14 weeks
FTA S.5303	\$ 4,375	2 weeks
PVTA S.5307	\$ 5,000	3 weeks
TOTAL	\$32,638	19 weeks

Direct Labor	\$15,468
Indirect Costs	\$17,170

**Task 1.4 Transportation Improvement Plan (TIP) Development**

**OBJECTIVE:**

As lead planning agency of the Pioneer Valley MPO, PVPC is responsible for annually developing, amending, adjusting and maintaining the Transportation Improvement Program (TIP) for the Pioneer Valley Region. Under this activity, PVPC will update and refine a staged program of transportation improvement projects that is consistent with the Regional Transportation Plan, the State Implementation Plan, EPA Air Quality Conformity Regulations and FHWA/FTA Planning Regulations.

**PREVIOUS WORK:**

1. Pioneer Valley Transportation Improvement Programs 1974 – 2004.

**PROPOSED ACTIVITIES:**

1. Solicit transportation improvement projects from municipalities, MassHighway, PVTA and other transportation providers.
2. Maintain a database of improvement projects. Data will satisfy the requirements of the Metropolitan Planning Rules.
3. Provide technical assistance to the JTC for the refinement and application of a project priority system.
4. Utilize project evaluation criteria to jointly establish a financially constrained project listing for each program year with federal, state and regional officials.
5. Maintain the financial element for all years of the TIP. Financial constraint will be maintained based on funding targets provided by MassHighway. Funding sources will also be provided when available.
6. Present air quality conformity findings conducted for the RTP and TIP. Analyses and documentation will satisfy the requirements of the Metropolitan Planning Rules.
7. Maintain a schedule for preparing, reviewing and revising the TIP cooperatively with federal, state and regional officials.

8. Conduct appropriate public participation for the TIP consistent with the public participation plan for the region.
9. Present documents to the MPO for endorsement.
10. Conduct formal amendments and adjustments as necessary.
11. Produce and distribute TIP documents for federal, state and local officials.
12. Attend regular meetings with MassHighway staff from both district offices to exchange information regarding transportation improvement projects.
13. Maintain an internet based TIP database for both public and official use.

**PRODUCTS:**

1. FFY 2005 - 2009 Transportation Improvement Program.
2. Develop and refine procedures necessary for TIP preparation and amendment as necessary.
3. TIP Amendments and Adjustments as necessary.

Source	Budget	Est. Staff Effort
MassHighway PL	\$28,000	18 weeks
FTA S.5303	\$ 5,625	3 weeks
PVTA S.5307	\$5,625	3 weeks
TOTAL	\$39,250	24 weeks

Direct Labor	\$18,602
Indirect Costs	\$20,648

### ***Task 1.5 Statewide Funding Proposal Assistance***

**OBJECTIVE:**

To provide management, guidance and technical support for the development and maintenance of statewide TIP funding programs. Programs include Transportation Enhancements, Travel Demand Management, and Congestion Mitigation/Air Quality.

**PREVIOUS WORK:**

1. Funding Proposal Assistance – 1998 - 2004.
2. Participated as MARPA representative to Statewide Enhancement Steering Committee 1998-2004.

**PROPOSED ACTIVITIES:**

1. Provide technical assistance to communities in the development of project grant proposals, in public outreach and consensus building, and in implementing projects through the MassHighway funding process.

**PRODUCTS:**

1. Technical assistance to communities on Enhancement project development.

Source	Budget	Est. Staff Effort
MassHighway PL	\$5,000	3 weeks
PVTA S.5307	\$2,500	2 weeks
TOTAL	\$7,500	5 weeks

Direct Labor	\$3,555
Indirect Costs	\$3,945



## **Task 1.6 Environmental Justice**

### **OBJECTIVE:**

To ensure that minority and low-income communities are treated equitably in the provision of transportation services and projects, and provide full participation for these communities to advise the MPO during its planning and decision making process.

### **PREVIOUS WORK:**

1. Development of regional maps to identify areas of low-income and minority populations, average vehicle ownership, major employers, the PVTA fixed route transit system, and major shopping areas.
2. PVPC staff attended FHWA training workshops on Title VI. Coordinated a presentation to JTC members regarding Title VI and Environmental Justice.
3. Developed bilingual survey forms for transit surveys.
4. Provided presentation to the JTC and Plan for Progress Urban Investment Strategy Team regarding transportation planning in the region
5. Updated region-wide databases and GIS maps of Welfare clients.
6. Participation in the region-wide Welfare-to-Work Task Force and Hampden County SDA Quartet meetings.
7. Develop bilingual public notices for the Transportation Improvement Plan and the Regional Transportation Plan.
8. Re-broadcast Title VI and Environmental Justice program on the PVPC "Region" cable access show.

### **PROPOSED ACTIVITIES:**

1. Update regional maps using revised Census Data as necessary.
2. Provide increased opportunities for under-served populations to be represented in the transportation planning process.
3. Develop bilingual public notices for the Transportation Improvement Plan and the Unified Planning Work Program.
4. Explore options for using a Regional Transit Model to analyze the mobility of target area populations to jobs, childcare, and transit routes.
5. Assess proposed transportation investments in the Pioneer Valley region to determine whether low-income and minority communities are receiving a fair allocation of available resources.
6. Inventory Transit Amenities (stops and shelters).
7. Review existing public outreach and involvement plan.
8. Provide presentation to update the JTC and Plan for Progress Urban Investment Strategy Team regarding transportation planning in the region
9. Coordinate efforts between PVPC and CRCOG related to Environmental Justice.
10. Develop bilingual survey forms for transit surveys.
11. Expand public participation efforts related to the RTP and TIP to include distribution to representatives of key minority population groups in the region.
12. Review measures of effectiveness regarding implementation of Title VI.
13. Review protocol for responding to issues and concerns regarding Title VI.
14. Provide an update to the Pioneer Valley Joint Transportation Committee Regarding Title VI reports.

15. "Springfield Walks" Public Outreach and Survey – PVPC staff will work in collaboration with the National Parks Service, The City of Springfield Planning Office, and the Springfield Health Coalition on a collaborative effort to encourage walking and bicycling. PVPC staff will collect "before" and "after" data for the use of the Springfield Riverwalk and assist in coordinating outreach efforts and the development of a brochure designed to promote public awareness and use of the Riverwalk.

**PRODUCTS:**

1. Increased involvement of low-income and minority populations in the transportation planning process.
2. Volume Counts for the Springfield Riverwalk.
3. Springfield Riverwalk brochure.
4. Technical assistance memoranda, reports, and workshops as needed.

Source	Budget	Est. Staff Effort
MassHighway PL	\$10,000	6 weeks
FTA S.5307	\$5,000	3 weeks
FTA S.5303	\$ 8,250	6 weeks
TOTAL	\$23,250	15 weeks

Direct Labor	\$11,019
Indirect Costs	\$12,231

## WORK ELEMENT 2 - TECHNICAL SUPPORT & DATA COLLECTION

This element outlines specific activities to be conducted in support of transportation planning tasks described in other UPWP elements.

### Task 2.1 Traffic Counting

#### OBJECTIVE:

To provide accurate and efficient traffic data collection services to the MassHighway and the PVPC's 43 member communities.

#### PREVIOUS WORK:

1. Regional Traffic Counting Program 1985 - 2001.
2. Traffic count library and database at PVPC.
3. Highway Performance Monitoring System (HPMS) data collection and analysis.
4. Regional Traffic Counts, 1992 – 1997.
5. Regional Traffic Counts, 1995 – 1999.
6. Regional Traffic Counts, 1997 – 2001.
7. Regional Traffic Counts, 1999 – 2003.

#### PROPOSED ACTIVITIES:

1. Collect 48 hour traffic count data and GPS coordinates to assist in mapping at locations requested by MassHighway.
2. Collect HPMS data and perform analysis, as requested by MassHighway.
3. Update the PVPC traffic count library by supplementing the MassHighway count locations in the region and performing traffic counts for communities on a limited request basis.
4. Submit all traffic count data to the MassHighway and the appropriate community.
5. Conduct four monthly traffic counts to collect seasonal traffic information for the region and assist in the development of regional adjustment factors and growth rates.
6. Perform data collection activities for other UPWP tasks including the Regional Transportation Model, Local Technical Assistance requests, and management systems.
7. Update and maintain the PVPC traffic count database.
8. Collect bicycle and pedestrian volumes at pre-determined locations.
9. Continue to expand the PVPC traffic count database to include the hourly breakdown of traffic counts.

#### PRODUCTS:

1. Summary reports of daily traffic count information for the region.
2. Collect and document traffic counts for other UPWP tasks as needed.
3. Seasonal adjustment factors and growth rates specific to the PVPC region.

Source	Budget	Est. Staff Effort
MassHighway PL	<u>\$24,000</u>	<u>16 weeks</u>
TOTAL	\$24,000	16 weeks

Direct Labor	\$11,374
Indirect Costs	\$12,626

## ***Task 2.2 Regional Travel Demand Modeling/Clean Air Planning***

### **OBJECTIVE:**

To maintain and advance the regional travel demand model of the Pioneer Valley Region as a tool for transportation planning and air quality conformity. To develop certification documents, reports, and other materials that meet the goals of the Clean Air Act Amendments (CAAA), TEA-21 as it pertains to air quality planning, the State Implementation Plan (SIP), and the goals and objectives of the PVPC.

### **PREVIOUS WORK:**

1. Development of the PVPC regional travel demand forecasting model.
2. Air quality conformity determinations for the RTP, TIP and at the request of MassHighway.
3. PVPC regional transit model.
4. Pioneer Valley Regional Transportation Plan – 2000 Update.
5. TransCAD network for the PVPC Regional Transportation Model.
6. Updated base PVPC Regional Transportation Model with 2000 Census Data and geography.
7. Provide support data to CONDOT to be used in their Transportation Model to assess a proposed New Haven – Springfield commuter rail.
8. Provided the PVPC Regional Model and technical support to aid in the development of the Connecticut River Crossing Transportation Study.
9. TransCAD network for the regional transit model.

### **PROPOSED ACTIVITIES:**

1. Continue the refinement of PVPC's travel demand model using the 'TransCAD' software to improve forecasts of highway and transit demand with consideration for changes in land use and based upon additional information received from Census 2000.
2. Work with MassHighway Planning and the statewide Modeling Users Group for necessary improvements to the travel demand model for conformity determination purposes.
3. Work with MassHighway Planning to provide updated information on non-exempt regional projects for inclusion in the statewide model.
4. Conduct air quality conformity determinations for the Regional Transportation Plan (RTP) and the Transportation Improvement Program (TIP) according to the Massachusetts SIP Transportation Conformity Regulations; and perform air quality analysis for TIP projects to be funded under the Congestion Mitigation and Air Quality (CMAQ) program, the New and Innovative Transportation Demand Management (TDM) program and the Transportation Enhancement program.
5. Coordinate air quality planning efforts with the MA DEP, MassHighway Planning, the US EPA, the FHWA, the FTA, and other appropriate agencies.
6. Review proposed federal and state air quality & clean air regulations.
7. Identify transit access needs for local hospitals and major shopping areas in the region.
8. Develop Community links within model in order to estimate community effects of transportation improvement projects.
9. Identify travel times to major hospitals and CBD within region.
10. Continue to provide supporting data from the model to communities and MassHighway.
11. Run build out scenarios and analyze improvement alternatives to support current transportation planning studies in the PVPC region. Incorporate preferred recommendations from the recently completed Connecticut River Crossing Transportation Study into the appropriate analysis year of the regional transportation model.

**PRODUCTS:**

1. Updates to the regional travel demand model.
2. Conformity statements and air quality support materials for the RTP and the TIP as necessary.
3. Memorandum on quantitative and qualitative evaluation criteria for TIP projects funded under the CMAQ program.
4. Comments on proposed federal and state regulations.
5. Developed links with PVPC Traffic database for future calibration.
6. Position paper on the impact of converting the regional model from external stations to external zones.
7. Support data for ConnDOT, CRCOG, and other neighboring regions for use in ongoing planning efforts.

Source	Budget	Est. Staff Effort
MassHighway PL	\$46,356	30 weeks
FTA S. 5303	\$ 1,875	1 weeks
PVTA S. 5307	\$ 7,500	3 weeks
TOTAL	\$55,731	34 weeks

Direct Labor	\$26,413
Indirect Costs	\$29,318

**Task 2.3 GIS, Mapping and Graphics****OBJECTIVE:**

Develop, maintain, archive, and distribute digital geo-referenced data about the Pioneer Valley Region and its transportation systems. The GIS/Graphics Center looks to increase access to an extensive regional database; improve spatial analytical capabilities; and serve as a catalyst for cooperative development, exchange and distribution of map data. A strong emphasis will be placed on the development of high quality products which enhance decision-makers' understanding of complex issues and facilitate the implementation of local and regional goals.

**PREVIOUS WORK:**

1. Created and maintained GIS regional bus system database; including updates to the system map, preparation of individual maps and schedules, and support to PVTA web page.
2. Acquired, revised and integrated relevant GIS spatial data/map coverages generated at local, state and federal levels into the Pioneer Valley Regional archive, including: 0.5 meter color digital orthophotos, road centerlines, road names, 2000 Census geography, updated municipal zoning, municipal infrastructure, land use, parcel, and protected open space data.
3. Developed and maintained several spatial data layers to support transportation-related projects, including: functional classification of roads, traffic count locations, congestion management, parking lots, signalization, pavement conditions, regional bicycle and pedestrian infrastructure, travel time contours, ADA transit service area, etc.
4. Updated U.S. 2000 Census Statistical Areas to the Pioneer Valley region. Revised regional digital coverage of census geography and initiated production to a series of demographic thematic maps to support federally mandated Environmental Justice program.
5. Expanded GIS archives to support GIS State Data Library and promote access to data among Western Massachusetts users.
6. Continued support of Western Massachusetts GIS User group, and coordinated periodic training sessions and forums to promote GIS in the Pioneer Valley Region.
7. Participated in statewide GIS Advisory Committee to promote GIS technology and statewide system coordination.

**PROPOSED ACTIVITIES:**

1. Continue to develop and implement management strategies, which address staff training, establish agency data standards and conformance to map design that can be applied to all GIS products.
2. Pursue the use of GIS and other automated mapping and spatial analytical technologies for transportation applications. Enhance existing digital base map data and develop geographically referenced data layers for use in transit service analysis, regional land use & community preservation planning activities, air quality impact, transportation infrastructure assessment and highway system planning.
3. Develop capacity to archive and distribute new statewide digital color orthophotography and PICTOMETRY's high-resolution oblique imagery. Assist in development of municipal applications to employ these data and promote expanded use of automated mapping technologies and spatial analytical tools.
4. Integrate information generated to support transportation management systems into the GIS. Create maps and graphics to promote understanding of related issues.
5. Update analog and digital municipal spatial data on a phased basis using aerial photography, digital orthophoto quads, municipal sources, field survey, and liaison with officials. Special attention will be placed on enhancements to roadway centerline data generated from digital orthophotos and providing quality assurance to conflation of road inventory attributes.
6. Work with state and federal agencies to review, correct and enhance regional GIS map coverages and related data to meet state standards and support development to Homeland Security spatial database for the Springfield Urban Area.
7. Upgrade GIS system and provide enhancements to the PVPC office network and web capacity to improve access and use of GIS data/analysis.
8. Continue development of the regional GIS Service Center, designed to promote development of statewide GIS and related technologies; improve public access to digital data; provide technical support to municipalities interested in developing a GIS; and become a regional repository for the Massachusetts Data Library.
9. Promote the agency and its efforts to resolve regional issues through published materials, thematic maps, distribution of information over the worldwide web, and educational multi-media presentations.
10. Review and Update the functionally classified roadways in the PVPC region based upon 2000 Census data and changes to the urbanized boundary area.

**PRODUCTS:**

1. Development of new and enhanced digital data layers.
2. Update to municipal planimetric base maps as necessary.
3. Transportation systems facility and planning maps.
4. Expand and update the GIS website.
5. Design and publish series of maps and reports focusing on transportation planning issues, recently released census data, and PVPC conducted field surveys.
6. Development of regional spatial data to support federal and state initiatives (i.e., homeland security and Massachusetts egov.).
7. Updated urbanized area and functionally classified roadways.

Source	Budget	Est. Staff Effort
MassHighway PL	\$57,675	36 weeks
FTA S. 5303	\$ 8,750	3 weeks
PVTA S. 5307	\$ 6,250	4 weeks
TOTAL	\$72,675	43 weeks

Direct Labor	\$34,443
Indirect Costs	\$38,232

## **Task 2.4 Information Center**

### **OBJECTIVE:**

To serve as a regional information resource supporting regional transportation, economic development, land use, and municipal planning by gathering, developing, analyzing and maintaining data about the Pioneer Valley region. An emphasis will be placed on creating value-added information, by analyzing and summarizing data as well as integrating related data derived from multiple sources. Providing high-quality information and research to public and private sector audiences as requested. Producing accessible publications using a wide-range of data.

### **PREVIOUS WORK:**

1. Developed population, household, and employment estimates and projections for use in the regional transportation model.
2. Prepared an analysis of low-income and high-minority block groups for environmental justice analysis of transportation priorities.
3. Developed a comprehensive system housing Census 2000 data for Massachusetts and provided custom reporting for internal and external parties.
4. Developed a municipal database housing information on municipal finance, tax base, and building permits.
5. State of the Region, an annual report produced in 2000, 2001, 2002 and 2003.
6. Numerous data monographs published on topics including land use, employment, immigration, and the nonprofit sector.
7. Prepared numerous maps of block group socio-economic data from Census 2000.
8. Inventory of major employers in the region.
9. Study of employers in the region with a focus on small businesses and economic clusters.
10. Analyzed the importance of at-home and in-school factors on student achievement as measured by the 10<sup>th</sup> grade MCAS exam.
11. Made more data available through PVPC's website, including economic indicators, population estimates, reports, and community profiles.

### **PROPOSED ACTIVITIES:**

1. Analyze data relevant to contemporary transportation, economic development, land use, and municipal planning issues. Further analysis of Census 2000 data, especially journey-to-work, will be emphasized.
2. Disseminate information to decision-makers and other data users. The primary focus of this activity will be the continued dissemination of Census 2000 data and new population, household, and employment projections.
3. Conduct several significant research studies enhancing the regional knowledge base. Anticipated studies for the FY2005 year include:



- a) A study on the changing land use patterns in the Pioneer Valley, focused on the rapid growth in residential development despite slow growth in population.
  - b) An analysis of the role and importance of self-employed and at-home workers in the Pioneer Valley will be conducted.
  - c) A study on the increasing impact of small businesses on the Pioneer Valley's economy.
4. Provide research and socio-economic services to municipalities and other external stakeholders as requested.
5. Continue the benchmarking project that tracks regional indicators and is incorporated in the State of the Region report, by converting from a print to online format featuring more indicators and greater user-interactivity. Conversion is expected to be completed during the 2005 calendar year.
6. Maintain and update the Information Center's information system that integrates demographic, economic, and municipal data. Incorporate Census 2000 journey-to-work and Public Use Microdata Samples (PUMS) into this system.
7. Operate regional economic model (IMPLAN) to support planning efforts.
8. Assist the Plan for Progress Trustees with transportation related initiatives to encourage regional economic development.
9. Continue to support efforts to update the regional transportation model to incorporate the Census 2000 population and latest employment data.

#### **PRODUCTS:**

1. Analytical and research reports on region's demographic and economic trends, such as an update to the *State of the Region* or an analysis of Census 2000 data journey-to-work data.
2. Maintain information system of socio-economic and disparate data.
3. Update and improve data on Information Center website.

Source	Budget	Est. Staff Effort
Mass Highway PL	\$56,938	35 weeks
FTA S. 5303	\$ 1,250	1 week
TOTAL	\$58,188	36 weeks

Direct Labor	\$27,577
Indirect Costs	\$30,611

### ***Task 2.5 Regional Congestion Management System-Data Collection***

#### **OBJECTIVE:**

To continue the advancement of the Congestion Management System (CMS) data collection in the Pioneer Valley. Travel time data will be used to identify areas of congestion and to monitor the effectiveness of congestion mitigation strategies.

#### **PREVIOUS WORK:**

1. Development of the PVPC CMS database.
2. Travel time data runs to identify and verify congested areas.
3. Travel time data runs to develop travel time contours for the region.

#### **PROPOSED ACTIVITIES:**

1. Collect data for CMS problem verification, studies, regional model calibration, and transportation monitoring.
2. Collect data at existing park and ride facilities in the region.

**PRODUCTS:**

1. Updated Pioneer Valley CMS Database.
2. Update to the annual CMS Summary Report.

Source	Budget	Est. Staff Effort
MassHighway PL	\$1,500	2 weeks
TOTAL	\$1,500	2 weeks

Direct Labor	\$ 711
Indirect Costs	\$ 789

**Task 2.6 Regional Pavement Management System - Data Collection****OBJECTIVE:**

To continue data collection for the Pioneer Valley Pavement Management System (PMS) on all federal aid roadways.

**PREVIOUS WORK:**

1. Development of PVPC regional PMS database.
2. Collection of roadway condition information for all federal aid eligible roadways in the PVPC region.
3. Collection of roadway condition information to assist in the evaluation of proposed transportation improvement projects.

**PROPOSED ACTIVITIES:**

1. Collect roadway condition information including but not limited to ride, distress, rutting, and conditions that adversely impact surface friction.
2. Collect additional roadway information such as posted speed and shoulder width.
3. Collect roadway condition information for proposed transportation improvement projects in the region to assist in the regional project evaluation process.
4. Maintain and refine the MassHighway Roadway Inventory database for the Pioneer Valley Region.
5. Conduct quality control checks of inventory data and condition data.
6. Submit findings to MassHighway on a regular basis.

**PRODUCTS:**

1. Pioneer Valley regional PMS Database.
2. Community Pavement Condition Index Maps.

Source	Budget	Est. Staff Effort
MassHighway PL	\$18,000	12 weeks
Local Match	\$ 5,000	3 weeks
TOTAL	\$23,000	15 weeks

Direct Labor	\$10,900
Indirect Costs	\$12,100

## WORK ELEMENT 3 - REGIONAL TRANSPORTATION PLANNING

This work element provides transportation planning that directly supports the development of projects included in the Regional Transportation Plan (RTP) or the development of RTPs.

### ***Task 3.1 Regional Transportation Plan Update***

#### **OBJECTIVE:**

Perform an update of the current 2003 Regional Transportation Plan for the Pioneer Valley Metropolitan Planning Organization (RTP) to incorporate the recommendations of the Connecticut River Crossing Transportation Study, changes in federal funding anticipated from new federal legislation, and new regional transportation and bikeway projects identified through the development of local community development plans under Executive Order 418.

#### **PREVIOUS WORK:**

1. Regional Transportation Plans for the Pioneer Valley MPO – 1993, 1997, 2000, 2003.

#### **PROPOSED ACTIVITIES:**

1. Update the Financial section of the RTP to reflect the anticipated new funding levels as detailed in the new six year federal transportation bill.
2. Incorporate the recommendations of the recently completed Connecticut River Crossing Transportation Study into the RTP. Address the proposed long term alternatives, their effect on air quality, and the expected cost of the improvements
3. Work with MassHighway Planning to incorporate all non-exempt transportation alternatives into the statewide model.
4. Update the status of Intelligent Transportation System (ITS) projects in the region to include the proposed I-91 ITS project as well as other regional projects proposed by the Pioneer Valley Transit Authority (PVTa) and the University of Massachusetts.
5. Update the regional bike map to include potential off road trail facilities identified by the Town of Palmer.
6. Work with MassHighway Planning, the Berkshire Regional Planning Commission, the Town of Blandford, and the Massachusetts Turnpike to address local requests for a new Turnpike Exit between Exits 2 and 3 on the Massachusetts Turnpike.

#### **PRODUCTS:**

1. Draft Update to the RTP.
2. Final Update to the RTP.

Source	Budget	Est. Staff Effort
MassHighway PL	\$15,000	10 weeks
TOTAL	\$15,000	10 weeks

Direct Labor	\$ 7,109
Indirect Costs	\$ 7,891

### ***Task 3.2 Transit System Surveys and Route Implementation***

#### **OBJECTIVE:**

Conduct onboard/mail surveys for PVTa's routes as required by PVTa's service planning needs. The surveys are intended to provide the PVTa with a clear understanding of the ridership base as well as to create benchmarks of customer satisfaction, customer needs, and concerns.

**PREVIOUS WORK:**

1. Northampton System Survey
2. Amherst System Survey
3. Regional Para-Transit Survey
4. Survey of PVTA public meeting participants

**PROPOSED ACTIVITIES:**

1. Refine the methodology used to conduct PVTA surveys in the most efficient manner possible.
2. Work with PVTA and its operator to evaluate the questions on the surveys in order to collect all necessary information.
3. Analyze the results of the on-board surveys to determine characteristics of average users.
4. Work with PVTA to survey the M40, B43 and NE routes in the fall of 2004.

**PRODUCTS:**

1. Survey methodology to be carried forward to future years.
2. Onboard ridership reports as required by PVTA.

Source	Budget	Est. Staff Effort
FTA S. 5303	\$29,834	20 weeks
PVTA S. 5307	<u>\$16,250</u>	<u>10 weeks</u>
TOTAL	\$46,084	30 weeks

Direct Labor	\$21,841
Indirect Costs	\$24,243

**Task 3.3 Regional Roadway Functional Classification Changes****OBJECTIVE:**

To identify existing functionally classified roadways in the Pioneer Valley region that have been permanently closed to through traffic in response to enhanced regional security or changes in local traffic flow and develop a proposed new functional classification scheme in these area to maintain a comprehensive and continuous network of functionally classified roadways in the region.

**PREVIOUS WORK:**

1. 1992 – 1993 changes to the Federal Functional Classification system.
2. 2000 Census updates to the urbanized area for metropolitan Springfield.
3. Processing of local requests to change the functional classification of a roadway.

**PROPOSED ACTIVITIES:**

1. Develop a local survey to identify areas where local access may have changed as a result of enhanced security measures and changes in local traffic flow.
2. Develop a map of all affected functionally classified roadways in the PVPC region.
3. Work with Federal Highway, MassHighway Planning, neighboring regions, and local communities to identify proposed changes to the existing functionally classified roadways in the region with consideration given to impacts on bicyclist and pedestrian safety and mobility as applicable.
4. Develop a public participation process and obtain endorsement of the Pioneer Valley MPO for proposed changes to the functional classification system.

5. Update the regional GIS database to reflect all changes to the roadway network.
6. Report changes to the Executive Office of Transportation and MassHighway for incorporation into the Statewide database.

**PRODUCTS:**

1. Local Survey and results.
2. Regional map of roadway closures.
3. Regional Map of proposed changes.
4. Updated GIS database for the PVPC region.
5. Documentation to support changes to the existing functional classification scheme.

Source	Budget	Est. Staff Effort
MassHighway PL	\$25,000	16 weeks
TOTAL*	\$25,000	16 weeks

Direct Labor	\$11,848
Indirect Costs	\$13,152

### ***Task 3.4 Jacob's Ladder Trail Scenic Byway Project***

**OBJECTIVE:**

The work of Phases VII, VIII and IX of this project will continue corridor management, planning, and construction along the Jacob's Ladder Trail.

**PREVIOUS WORK:**

1. Phase I of Jacob's Ladder Trail Scenic Byway Project (Russell, Huntington, Chester, Becket, Lee), 1992-93.
2. Phase II of Jacob's Ladder Trail Scenic Byway Project (Russell, Huntington, Chester, Becket, Lee), 1993-94.
3. Phase III of Jacob's Ladder Trail Scenic Byway Project-partial (Russell, Huntington, Chester, Becket), 1994-95.
4. Phase IV and V of Jacob's Ladder Trail Scenic Byway Project (Russell, Huntington, Chester, Becket and Lee) 1995-99.
5. Phase VI of Jacob's Ladder Trail Scenic Byway Project (Russell, Huntington, Chester, Becket and Lee) 1999-2000 created a mobile transportation history exhibit and illustrated brochure of the exhibit. Purchased a scenic easement at the JLT Summit Cairn.
6. Phase VII of Jacob's Ladder Trail Scenic Byway Project (Russell, Huntington, Chester, Becket and Lee) 2002-2003 designed and constructed an accessible trail in Boulder Park of Chester-Blandford State Forest.
7. Phase VI purchase of scenic open space on Scenic Byway in Huntington with deed restrictions to protect land, historic site and views along the Jacob's Ladder Trail.

**CURRENT ACTIVITIES:**

1. Phase VIII
  - a) The trailside parking lot will be placed in a state-owned turnout and will accommodate approximately five vehicles for hikers who enter the Appalachian Trail from Route 20 and who currently park on the shoulder of the road in a dangerous, illegal manner. This is a construction project by a contractor to provide safe access to recreational facilities on the scenic byway. This activity is currently under design with construction anticipated in the Spring of 2005.
  - b) Hire a consultant to produce a marketing plan to address short- and long-range efforts to increase public awareness of the scenic byway as a tourist destination. The marketing

plan will be designed for a rural scenic byway wishing to attract tourists and, by extension, additional community development. This activity is currently underway and is anticipated to be completed by 12/31/2004.

3. Phase IX

- a) Prepare a press kit as a strategy of the marketing plan to improve public awareness of the scenic byway. This activity is in progress, however an estimated completion date was not available at the time of publication of the UPWP.
- b) Construct a spur trail and make improvements to connections to the Appalachian Trail where it crosses the scenic byway in Lee and Becket. Install informational kiosk at parking lot. This is the same site as the parking lot improvements in Phase VIII and will enhance access and further improve this important recreational area. This project is under design and could begin construction in the Spring of 2005.
- c) Develop plans and schematic drawings for the restoration of and improvements to Hampden Park in Chester including introduction of a walking trail to the park. Crossed by Walker Brook, this park will provide access to water, provisions for picnics, games and nature study. This activity is in progress, however an estimated completion date was not available at the time of publication of the UPWP.

**PROPOSED ACTIVITIES:**

No work to date has been conducted on the following proposed activities. The PVPC is current in the process of negotiating a contract with the Executive Office of Transportation to fund these activities.

1. Chester Methodist Church Exterior restoration. This project has been awarded and is currently awaiting a contract.
  - a) Replace missing and broken slates on the existing roof; replace deteriorated sheathing on roof and install new flashing.
  - b) Replace the deteriorated structural members and re-roof the existing steeple.
  - c) Repoint all foundations and repair the exterior chimney.
  - d) Remove, refurbish and reinstall existing wooden windows.
  - e) Paint the exterior of the church.
2. Landscape Improvements to Scenic Byway. Project awarded and awaiting contract.
  - a) Enhance Route 8 Becket intersection with Byway with additional vegetation, new visitor's rest area.
  - b) Enhance commercial area in Russell at site of VFW hall with restoration of trees for tree corridor and clear curb cuts for defined planting areas.
  - c) Establish a wildflower planting area in Lee in ROW to restore "edge factor" lost in various construction projects.
  - d) Prune and clear brush to afford views of Westfield River from scenic byway at three selected sites each in Russell, Huntington and Chester.
3. Corridor Management Project II.
  - a) Consultant will assess current corridor management plan and prepare a revised ten-year plan.
  - b) Consultant will participate in implementation of current projects to evaluate organizational structure and will make recommendations for structural changes and their achievement.

- c) Develop a GIS database on economy, recreation, and tourism development.
- d) Prepare new corridor management plan volumes for distribution.

**PRODUCTS:**

1. Restored exterior of Chester Methodist Church.
2. Rehabilitated Becket intersection with new tourist rest area.
3. Restoration of trees for long-term tree canopy growth in Russell.
4. Wildflower planting area in Lee for vegetation restoration.
5. Cleared views to wild and scenic Westfield River in three towns.
6. Revised Corridor Management Plan and improved organization structure.

Source	Budget	Est. Staff Effort
FHWA Scenic Byway	\$308,595	50 weeks
MassHighway Match	\$ 73,399	10 weeks
TOTAL	\$381,994	80 weeks

Direct Labor	\$153,962
Indirect Costs	\$170,896
Direct Costs Estimate	\$ 57,136

\* Estimated Remaining Funds for FY2005.

### ***Task 3.5 Regional Congestion Management System-Project Development***

**OBJECTIVE:**

To continue the advancement of the Congestion Management System (CMS) Work Plan in the Pioneer Valley region to increase safety and maximize the mobility of persons and goods. The results of the CMS will be integrated into the transportation planning and air quality process and will be used to develop the RTP and TIP.

**PREVIOUS WORK:**

1. MassHighway Deady Memorial Bridge Study.
2. Outer Belt Transportation Study - Springfield
3. CMS Annual Reports for the Pioneer Valley.
4. Assisted MassHighway with the Connecticut River Crossing Transportation Study.
5. Route 32 Study – Ware
6. Analysis of I-91 future traffic volumes.
7. Route 5 study - Longmeadow

**PROPOSED ACTIVITIES:**

1. Work with communities, the Pioneer Valley Transit Authority (PVTa), the MassHighway, and other appropriate agencies to develop strategies to mitigate congestion problems and increase safety through appropriate means.
2. Revise the Regional Transportation Model as necessary for improved CMS problem identification and strategy alternative testing.
3. Solicit public participation in CMS activities.
4. Incorporate data collected as part of Task 2.5 into the regional travel time database. Update the regional listing of congested locations as appropriate based upon changes in travel time data.
5. Existing transportation and safety conditions will be studied along a congested corridor in the Town of West Springfield. Specifically, portions of Amostown Road, Pease Avenue and Morgan Road will be studied to determine potential improvements to address commuter traffic problems. These roadways connect Route 20 with Route 5 and provide secondary access to retail development along the Route 5 corridor, Massachusetts Turnpike Exit #4, and the Holyoke Mall. The PVPC will analyze major intersections along this



route and work with the West Springfield Police Department to develop a summary of the crash history for the study area.

6. Work with the Town of Ludlow to study existing congestion and safety problems along the corridor comprised of Fuller Street and West Avenue between Route 21 (Center Street) and Cady Street. PVPC will research the existing crash history along this corridor and perform a traffic signal warrant analysis at each of the four major intersections in the study area. Recommendations will be developed to increase safety and reduce congestion in this area.

**PRODUCTS:**

1. Monthly status reports to MassHighway as part of the routine invoicing.
2. CMS Annual Report updates to MassHighway.
3. Traffic studies, analyses, and/or recommendations as discussed above.

Source	Budget	Est. Staff Effort
MassHighway PL	\$47,500	31 weeks
Local Match - PVPC	\$ 4,650	3 weeks
TOTAL	\$52,150	34 weeks

Direct Labor	\$24,716
Indirect Costs	\$27,434

**Task 3.6 Regional Pavement Management System - Project Development**

**OBJECTIVE:**

To maintain a regional Pavement Management System on all federal aid eligible roadways and prioritize regional pavement improvement projects.

**PREVIOUS WORK:**

1. Regional PMS report for the Pioneer Valley Region.
2. PMS reports on federal aid eligible roadways for individual communities in the Pioneer Valley region.
3. Pavement Condition work maps on federal aid eligible roadways for all PVPC communities.

**PROPOSED ACTIVITIES:**

1. Continue efforts to rejuvenate the pavement management users group.
2. Analysis of roadway segment conditions collected under Task 2.6 Regional Pavement Management–Data Collection, including the calculation of Pavement Condition Index ratings and benefit/cost ratio analyses.
3. Develop a Pavement Condition Index rating for proposed projects included as part of the Transportation Improvement Program for use in the project evaluation process.
4. Assist in the prioritization of pavement projects included as part of the Pioneer Valley TIP.
5. Provide municipalities with condition and analysis information as available.

**PRODUCTS:**

1. Monthly status reports to MassHighway.
2. Pavement condition work maps on each community's surveyed federal aid eligible roadways.
3. Regional PMS activity report.

Source	Budget	Est. Staff Effort
MassHighway PL	\$16,500	11 weeks
TOTAL	\$16,500	11 weeks

Direct Labor	\$ 7,820
Indirect Costs	\$ 8,680

### **Task 3.7 Merrick/Memorial Neighborhood Plan – Phase II**

#### **OBJECTIVE:**

To establish a comprehensive transportation planning effort for the Merrick Section of West Springfield. The goal of Phase II of the Plan will be to assist in the implementation of the preferred recommendations of Phase I. The services of a private consultant will be obtained using the TCSP funding for this element of the project. The PVPC will work in conjunction with the Town of West Springfield to complete this task.

#### **PREVIOUS WORK:**

1. Existing land use inventory
2. Business Survey
3. Existing Transportation Conditions Study.
4. Market Study
5. Regional Freight Study.
6. Merrick/Memorial Plan – Phase I

#### **PROPOSED ACTIVITIES:**

1. Administer the Transportation and Community System preservation Pilot Program (TCSP) funding to redevelop the existing brownfield sites and promote sustainable development in this area.
2. Hire a private consultant to conduct a study of the West Springfield railyard and the ability to expand and enhance its existing operations to increase economic development opportunities for the region.
3. Develop conceptual designs to advance preferred alternatives to the construction stage.

#### **PRODUCTS:**

1. Creation of a Project Oversight Committee to supervise the implementation of key recommendations.
2. Data collection and analysis as appropriate.
3. Design of key components, as appropriate.
4. Appropriate documentation of proposed changes such as new model bylaws, analysis of the effectiveness of new signing and routing plans, and information on proposed new developments.

Source	Budget	Est. Staff Effort
MassHighway PL	\$10,000	6 weeks
FHWA – TCSP*	\$258,794	64 weeks
TOTAL	\$268,794	70 weeks

Direct Labor	\$33,660
Indirect Costs	\$37,354
Direct Costs Estimate	\$197,780

\* Estimated Remaining Funds for FY2005.

### **Task 3.8 Regional Safety and Planning Studies**

#### **OBJECTIVE:**

To provide comprehensive roadway planning services for the constituent communities of the Pioneer Valley Planning Commission. To conduct roadway planning activities and analyses for upcoming projects that are regionally significant, experience safety problems, or involve more than one community. All studies recommend short and long term improvements and place a strong emphasis on maintaining a safe and efficient regional transportation system.

#### **PREVIOUS WORK:**

1. Northampton Transportation Plan.
2. Maple and High Streets Traffic Flow Study – Holyoke.
3. Hampden County House of Correction Parking Study.
4. West Springfield Parking Study
5. FY2004 Safety Studies – 3 locations.

#### **PROPOSED ACTIVITIES:**

1. Continue efforts to assist MassHighway, Amherst, Hadley and Northampton with construction mitigation activities along the Route 9 corridor.
2. Utilize MassHighway's most recent list of high crash locations to identify at least three locations for potential safety studies in FY 2005. Preference will be given to locations that appear on the MassHighway list that have not been recently studied and do not have a pending improvement project. Candidate locations include:
  - a) Florence Road at Burts Pit Road – Northampton. This intersection has a history of crash problems and has recently been changed to a four-way STOP. The PVPC will examine the crash history to determine the effect of the four-way STOP on safety at this intersection.
  - b) Boston and Maine Railroad Bridge – Northampton. This low clearance bridge has a history of collisions with large trucks. PVPC will research the existing crash history and propose recommendations to increase the visibility of low clearance signs and develop a signing plan in conjunction with the city to route detour trucks around this bridge.
  - c) The Route 57 Relocation Phase I termini and surrounding area – Agawam. The town has indicated that there are a high number of crashes at this location. PVPC will review crash information compiled by the Agawam Police Department and perform additional analyses to identify specific deficiencies and recommend remedial actions or future TIP projects.
  - d) Route 5/10 (West Street) with Pantry Road – Hatfield. Pantry Road intersects with Route 5/10 at an acute angle which allows vehicles to perform a right turn onto Route 5/10 without significantly reducing their speed. PVPC will review local crash data and propose recommendations to improve safety in this area.
3. Work with the Joint Transportation Committee and local communities to develop a scope of work for each of the potential safety study locations.
4. Collect the necessary data including traffic volumes, crash history and average travel speeds to complete the safety study. Work with local police departments to establish a crash history for the most recent 3 year period. Collision diagrams will be developed for each intersection to determine crash patterns and the predominant collision type. Data on the existing traffic signals at each intersection

- will be collected and analyzed to determine potential improvements to the traffic signal timing and phasing sequence. Finally, a series of recommendations will be developed to improve the safety at each location.
5. Assist MassHighway in their involvement with the American Association of State Highway and Transportation Officials (AASHTO) on the Strategic Highway Safety Plan to reduce highway fatalities. Work as part of the Lead State Initiative Project to examine roadway departure crash data and investigate strategies aimed at alleviating problem areas.
  6. Perform traffic calming and truck exclusion route studies as requested by member communities.

**PRODUCTS:**

1. Appropriate reports for each activity.

Source	Budget	Est. Staff Effort
MassHighway PL	\$40,000	26 weeks
FTA S. 5303	\$ 4,500	3 weeks
Local Match	\$ 2,783	2 weeks
TOTAL	\$47,283	31 weeks

Direct Labor	\$22,409
Indirect Costs	\$24,874

### ***Task 3.9 Intelligent Transportation Systems (ITS) - Strategic Planning***

**OBJECTIVE:**

To promote and advance the implementation of the Intelligent Transportation System Strategic Deployment Plan for the Pioneer Valley.

**PREVIOUS WORK**

1. ITS Strategic Deployment Plan for Metropolitan Springfield and Pioneer Valley Region.
2. Route 9 Integration model update.
3. Mohawk Trail Traveler Information System Working Committee.
4. Route 9 ATMS Steering Committee.
5. Connecticut River Crossing Transportation Study Steering Committee
6. I-91 Corridor ITS Steering Committee.

**PROPOSED ACTIVITIES:**

1. Serve as a member on ITS Project Steering Committees such as the Route 9 ITS project, the UMass ITS project and for the I-91 corridor.
2. Convene Meetings and provide technical support for the I-91 Incident Management Coalition.
3. Work with communities to incorporate the FHWA ITS National Architecture into future improvement projects.
4. Work with the Massachusetts Highway Department and other stakeholders to update the regional ITS architecture.
5. Develop the framework for a Management, Operations, and Technology Task Force. As ITS technology continues to advance and expand in the PVPC region, it will be important to have a task force to coordinate the sharing of information and services. Potential members of this task force include: MassHighway, PVPC, FRCOG, PVTA, UMass RTIC, the Economic Development Commission (EDC), representatives from local government, and representatives from the tourism industry. Establishment of a regional task force will improve existing coordination among ITS proponents, insure against

- unnecessary duplication of services, and provide a forum to prioritize the future needs of the region.
- Develop an inventory of existing traffic signals in the Pioneer Valley Region. Collect data on the signal location, type and current timing and phasing plan.
  - Work with local communities to identify potential future locations for ITS web cameras to display real-time traffic conditions at congested locations.
  - Work with Executive Office of Transportation (EOT) and MassHighway to educate MPO members on the benefits of ITS technology through project programming.
  - Certify TIP project compliance with the Western Massachusetts Regional Architecture.

#### **PRODUCTS:**

- Recommendations and comments as necessary as part of Steering Committee activities.
- Management, Operations, and Technology Task Force committee members list, MOU, and related products.
- Technical Memoranda and reports as appropriate.

Source	Budget	Est. Staff Effort
MassHighway PL	\$17,500	11 weeks
PVTA S. 5307	\$51,250	33 weeks
Route 9 Mitigation Fund	\$ 8,375	6 weeks
TOTAL	\$77,125	50 weeks

Direct Labor	\$36,552
Indirect Costs	\$40,573

### ***Task 3.10 Transit Economic Development and Access to Jobs - Regionwide Studies/Programs***

#### **OBJECTIVE:**

To positively respond to the provisions of federal welfare reform legislation, enacted in 1996, which mandates a concerted nationwide effort to move individuals off welfare and into work.

#### **PREVIOUS WORK**

- Participation in the region-wide Welfare-to-Work Task Force and Hampden County SDA Quartet Meetings.
- Updated region-wide databases and GIS maps of Welfare clients.
- Update the Regional Job Access and Reverse Commute Transportation Plan.
- PVTA Economic Impact Study.
- Assisted PVTA in the planning and implementation of new routes and services to assist in the transition from Welfare to Work.

#### **PROPOSED ACTIVITIES:**

- Update and maintain relevant socioeconomic data for the Pioneer Valley Region from the 2000 U.S. Census and other reliable data sources. Utilize compiled data to construct a useful, regional database that can be used for planning and decision-making purposes. This activity is in addition to work conducted under Task 1.6 Environmental Justice, in that it examines where people are working and what industries they work in. This will assist in developing new transit routes and services and expand the marketing of transit service in the region.

2. Update relevant data on welfare clients living within the confines of the Pioneer Valley Region from federal and state social service agencies and other reliable data sources. Utilize compiled data to maintain a useful, regional database that can be used for planning and decision-making purposes.
3. Conduct studies of PVTA routes and services that have been created or expanded under the access to jobs program or the access to jobs reverse commute program. These studies should identify opportunities for improved or more efficient service, including conducting and analyzing on-board surveys, developing route planning guidelines for comparisons of costs, service levels, and performance of routes, and monitoring the quality of existing and experimental transit service.

#### **PRODUCTS:**

1. Updated regionwide database of relevant welfare clients.
2. Technical reports, memoranda, surveys, and other products as required.
3. Continue to update the Pioneer Valley Regional Job Access Plan as required.

Source	Budget	Est. Staff Effort
PVTA S. 5307	\$6,250	3 weeks
TOTAL	\$6,250	3 weeks

Direct Labor	\$2,962
Indirect Costs	\$3,288

### **Task 3.11 Connecticut River Walk & Bikeway Coordination**

#### **OBJECTIVE:**

The Connecticut River Walk and Bikeway is a regional pedestrian and bicycle network which will serve the communities of Agawam, Chicopee, Holyoke, Springfield and West Springfield. PVPC has assisted each of these communities to establish advisory committees to oversee planning, design, construction and management of this project. These groups include the Chicopee Bikeways Advisory Committee, the Holyoke Canalwalk Committee and the Agawam-West Springfield Bikeways Advisory Committee. The objective of this task is to coordinate the completion of engineering and construction of all five remaining segments of the Connecticut Riverwalk network, and to provide planning services and technical assistance to each of the community bikeway advisory committees involved in the River. It is anticipated this work will continue over approximately the next five years.

#### **PREVIOUS WORK:**

1. Completed planning, oversaw engineering and design phases, and assisted in construction phase for the Connecticut River Walk segments in Springfield and Agawam, which have now been constructed and opened for public use.
2. Continued to coordinate design/engineering work for Chicopee Riverwalk, Connecticut Rivewalk in Chicopee, Holyoke Canalwalk, West Springfield Riverwalk and Agawam Bikeway Loop.
3. Established and citizen advisory committees and coordinated meetings for each of the above projects.

**PROPOSED ACTIVITIES:**

1. Coordinate meetings of the Chicopee Bikeways Advisory Committee, Agawam–West Springfield Bikeways Advisory Committee, Springfield River Walk Committee and Holyoke Canalwalk Committee. Provide meeting notices, materials, minutes and staff support.
2. Develop a broad public support network for River Walk, including bicyclists, landowners, businesses, residents.
3. Promote the completion of engineering and construction phases on the Riverwalk segments, by providing intercommunity liaison services and technical assistance to communities in project planning, design and construction issues on an ongoing basis.
4. Provide information to the general public about project development, through media releases, public meetings and events, and informational materials developed specifically for the project.
5. Assist communities in moving to active management phase of Connecticut River Walk and Bikeway, as segments complete construction and are opened to public use, including developing plans for policing, long-term maintenance and increased parking.
6. Develop a long-term maintenance plan and intergovernmental Memorandum of Agreement for the Connecticut River Walk.
7. Work with community officials to develop activities to promote public use of the completed Riverwalk facilities.

**PRODUCTS:**

1. Bikeways Advisory Committee meetings and activities, as needed.
2. Public support network;
3. Technical assistance to communities.
4. Public information materials and meetings.
5. Long-term maintenance plan for River Walk.

Source	Budget	Est. Staff Effort
MassHighway PL	\$10,000	6 weeks
TOTAL	\$10,000	6 weeks

Direct Labor	\$ 4,739
Indirect Costs	\$ 5,261

**Task 3.12    *Transportation Demand Management : Bicycling in the Pioneer Valley (Share the Road)***

**OBJECTIVE:**

The Pioneer Valley Planning Commission (PVPC) in coordination with the Franklin Regional Council of Governments (FRCOG) seeks to improve air quality in the region by supporting bicycling as a viable transportation option. The project proposes to prepare and distribute a regional bicycle map detailing routes commonly used by cyclists as well as routes scientifically documented as safer through bicycle level of service analyses. Distribution of the map will coincide with a "Share the Road" campaign to provide public education and outreach to cyclists and motorists about the legal rules of the road and safety. Share the Road signs will be installed on regionally linked bicycle routes through the Connecticut River Valley. The project will identify a specific target group(s) most likely to adopt (and maintain) the behavior of bicycling for transportation and elucidate the promotion strategies that will be most effective in facilitating this change. The project will also create a revolving loan fund for bike rack distribution and train DPW staff on bike rack installation because without safe and secure places to park bicycles, people are less likely to ride. Installation training will be done



both in person and through a training video to be created under this grant.

Work under this task began in September of 2004. To date, no activities have been fully completed for this task. It is anticipated this task will be completed sometime during the 2006 federal fiscal year.

**PREVIOUS WORK:**

1. Preparation of a TDM Proposal
2. Air Quality Analysis
3. Review and approval by Statewide TDM Committee
4. Draft contract and scope of work approved by MassHighway.

**PROPOSED ACTIVITIES:**

1. Develop a bicycle map for the Pioneer Valley region.
2. Develop and distribute print based media/publicity tools to encourage and promote the use of bicycles as well as inform motorists and cyclists about safety and the rules of the road in the Connecticut River Valley. The print publicity tools will be developed for, and distributed throughout, Hampshire, Hampden, and Franklin counties. The PVPC will coordinate the work, but promotional materials will be developed in coordination with the FRCOG.
3. Purchase bicycle parking racks and "Share the Road" signs for installation in key locations throughout Hampshire, Hampden, and Franklin counties, and develop an installation "how-to" video for municipalities.

**PRODUCTS:**

1. Bicycle suitability evaluation for urbanized area.
2. Bicycle racks and "Share the Road Signs."
3. Bicycle rack installation instructions.
4. Media/publicity tools.

Source	Budget	Est. Staff Effort
TDM Funds	\$108,700	72 weeks
Local Match	\$12,500	8 weeks
TOTAL	\$121,200	80 weeks

Direct Labor	\$ 24,794
Indirect Costs	\$ 27,522
Direct Costs	\$ 56,384

**Task 3.13 Sumner Avenue Express Corridor Project**

**OBJECTIVE:**

The PVTA and the City of Springfield have received TDM funds to establish express transit service between Springfield's 16 Acres section and downtown along the Sumner Avenue corridor. The project will further upgrade traffic signals at 10 intersections along Sumner Ave to allow signal priority by the express buses. PVTA and the City will develop an agreement for implementation and operation of this service. This work is expected to be completed within the 2005 federal fiscal year.

**PREVIOUS WORK:**

1. Transit Service Concept
2. Development of signal improvements and timing plan

**PROPOSED ACTIVITIES:**

1. Implement new signal improvements and timing plan
2. Implement enhancements to key stops along the route
3. Implement service and marketing effort

**PRODUCTS:**

1. Marketing plan
2. Engineering and other work required for the signal improvements

Source	Budget	Est. Staff Effort
TDM funds	\$367,280	30 weeks
Local Match	\$ 91,820	6 weeks
TOTAL	\$459,100	36 weeks

Direct Labor	\$ 21,412
Indirect Costs	\$ 23,768
Direct Costs	\$322,100

**Task 3.14 Connecticut River Scenic Farm Byway Project****OBJECTIVE:**

The Connecticut River Scenic Farm Byway was recently designated a state scenic byway by an act of the state legislature, and is the newest scenic byway in Massachusetts. The scenic byway runs along the Connecticut River on Routes 47 and 63 in South Hadley, Hadley, Sunderland, Montague, and Northfield. PVPC and FRCOG have assisted these communities in completing a Byway Plan, which identifies projects and strategies. The objective of this task is to work with the Byway Area Committee to prioritize projects for the byway, and to provide planning services and technical assistance to each of the communities involved the Scenic Byway.

**PREVIOUS WORK**

1. Completed, with FRCOG, a comprehensive scenic byway plan for the Connecticut River Scenic Farm Byway on Routes 47 and 63 in South Hadley, Hadley, Sunderland, Montague, and Northfield.

**PROPOSED ACTIVITIES:**

1. Coordinate meetings of the Byway Area Committee for the Connecticut River Scenic Farm Byway. Provide meeting notices, materials, minutes and staff support.
2. Work with Byway Area Committee and community representatives to prioritize scenic byway implementation projects, such as streetscape improvements, acquisition of scenic easements, signage, scenic overlooks, and similar projects.
3. Provide technical assistance to communities in byway project development.

**PRODUCTS:**

1. Byway Area Committee meetings and activities, as needed.
2. Prioritized listing of proposed scenic byway improvements;
3. Technical assistance to communities in securing scenic byway implementation funding.

Source	Budget	Est. Staff Effort
MassHighway PL	\$5,000	3 weeks
TOTAL	\$5,000	3 weeks

Direct Labor	\$2,370
Indirect Costs	\$2,630

### **Task 3.15    Regional Freight Planning**

#### **OBJECTIVE:**

PVPC will initiate a new freight transport planning program in FY 2005. The first year of the program will be dedicated largely to identifying and exploring issues, establishing an organizational format for conducting the planning program, and participating in statewide and regional freight planning activities. Compared to the traditional highway and transit planning conducted by MPOs like PVPC, freight planning will be conducted on a much broader geographic scale, and with much more private sector involvement. Due to the expanded geographic scale of most freight issues, we anticipate working cooperatively with neighboring Pioneer Valley area MPOs, with the Hartford area MPO, and with the State to develop an effective analytic and institutional approach to freight planning. This will include developing a way to assure private sector involvement. Freight modes covered under this task include rail, air (when applicable), water (when applicable) and pipelines.

#### **PREVIOUS WORK**

1. Merrick Memorial Neighborhood Study Freight Analysis.
2. Ware E.O. 418 Transportation Component – Rail Freight Analysis

#### **PROPOSED ACTIVITIES:**

1. Develop a profile of the freight transport system in the Springfield metropolitan area
2. Through consultation with freight users and suppliers identify important regional freight issues.
4. Seek to establish a Regional Community Advisory board for the Commonwealth owned Ware River Secondary Track.
5. Assist freight users and suppliers in seeking public sector support for projects that promote regional economic development.
6. Participate in FHWA "Talking Freight" web conferences.

#### **PRODUCTS:**

1. Technical reports, memoranda, surveys, computerized databases, GIS and other map products, meetings, workshops, forums, grant applications, project proposals, etc. which are produced in conjunction with the execution of this work task.
2. Identification of key freight issues in the Springfield metropolitan area.
3. Profile of the freight transport system in the Springfield metropolitan area.

Source	Budget	Est. Staff Effort
MassHighway PL	<u>\$15,000</u>	<u>10 weeks</u>
TOTAL	\$15,000	10 weeks

Direct Labor	\$ 7,109
Indirect Costs	\$ 7,891

## **WORK ELEMENT 4 - ONGOING TRANSPORTATION PLANNING**

This element outlines specific activities to be conducted in support of Transportation Planning tasks described in other UPWP elements.

### ***Task 4.1 Regional Transit Planning***

#### **OBJECTIVE:**

To provide comprehensive planning services for the Pioneer Valley Transit Authority and its member municipalities. To conduct transit route studies, organizational and management analyses, market surveys and operational analyses as needed to improve system efficiency and respond to changes in the user market.

#### **PREVIOUS WORK:**

1. PVTA 2003 and 2004 System Modifications
2. PVTA Public Meeting Surveys 2004
3. Organizational and planning support to the PVTA
4. Participation in PVTA ITS Steering committee
5. PVTA schedules

#### **PROPOSED ACTIVITIES:**

1. Conduct studies of PVTA routes to identify opportunities for improved or more efficient service, including conducting and analyzing on-board surveys, developing route planning guidelines for comparisons of costs, service levels, and performance of routes, and monitoring the quality of existing and experimental transit service.
2. Review and analyze land use and development issues as they pertain to existing or future transit services and facilities, and identify new and potential trip generators, including new employment locations, retail centers, and housing developments. Assess potential improvements for bicyclist and pedestrian access to transit stops.
3. Review and analyze suggested transit service changes as requested by the PVTA member communities and staff, and by non-PVTA communities in the region. Develop short-range recommendations for consideration by the PVTA and affected communities. Assist as needed in the research and analysis of service requests submitted to the PVTA route committee.
4. Provide assistance to the PVTA on request in support of PVTA operations and management. Conduct requested cost studies, contractor performance analyses, consultant evaluations and other management studies. Assist PVTA in the system wide analysis of their operations, the market they serve and the needs of their passengers and other stakeholders.
5. Obtain and adapt relevant software for use as needed, including the development of database or GIS for specific projects, in consultation with the PVTA.
6. Participate in PVTA organized focus group meetings.
7. Assist PVTA in the research of system safety improvements. Create a mechanism for PVTA and its operators to track safety incidents.
8. Continue to assist the PVTA in developing new transportation programs in response to Welfare reform initiatives, including the Access to Jobs Program and the Job Access and Reverse Commute Program.
9. Assist the PVTA in the development of the Transit Enhancement Program. With the input of member communities, the public and PVTA identify projects for the enhancement program.
10. Provide GIS Data development to support PVTA fixed route scheduling and information software systems.

11. Revise/update PVRTA schedules twice annually for Summer and Fall service changes.
12. Assist PVRTA in the implementation of a new fixed route scheduling and information software system.
13. Prepare analysis of demographic changes to PVRTA service area as indicated by the 2000 US Census address Title VI and Environmental Justice requirements
14. Assist PVRTA in their efforts to redevelop the Union Station project into a new Regional Intermodal Transportation Center as well as other intermodal projects.
15. Assist PVRTA and its fixed route operators in developing a new operating plan for routes which will serve the various Intermodal Centers and major transfer points.
16. Assist PVRTA in updating new service request guidelines.
17. Work with PVRTA, FRTA, CDOT and CRCOG to address issues studies and proposals for cross-region and cross-border services.
18. Conduct an analysis of possible PVRTA routes to be converted to "Flex-Van" route deviation service. Assist in the implementation of these changes if requested by PVRTA.
19. Participate in PVRTA's ITS Steering Committee.

#### **PRODUCTS:**

1. Reports and memoranda describing technical assistance provided to PVRTA and its member communities.
2. Summary materials furnished to PVRTA in support of operations and management, including periodic management studies, consultant ratings, on-board surveys and analyses, etc.
3. Reports for a series of route ridership surveys.
4. Informational material to assist PVRTA customers in using the service, including schedules, stop locations, and attraction information.
5. Digital data needed for schedule, paratransit and information software systems.
6. Assist in the implementation of new routes and services.
7. Flex-Van Service Report
8. Revised PVRTA schedules

Source	Budget	Est. Staff Effort
FTA S. 5303	\$ 72,501	47 weeks
PVRTA S. 5307	\$114,375	73 weeks
Local Match	\$ 2,900	2 weeks
TOTAL	\$189,776	122 weeks

Direct Labor	\$ 89,941
Indirect Costs	\$ 99,835

### **Task 4.2 Paratransit Planning Assistance**

#### **OBJECTIVE:**

To continue to plan for the provision of special transportation services for the elderly and disabled. To provide technical assistance to the PVRTA, the communities, human service agencies, private sector entities and other parties involved in meeting special transportation needs. To formulate strategies to encourage increased coordination of special services. To fulfill the planning and programming requirements of the US DOT Section 504 regulations and other planning requirements under the Americans with Disabilities Act, which became law in 1990.

**PREVIOUS WORK:**

1. Annual coordination and technical assistance to organizations seeking capital grants under FTA Section 5311 and the State Mobility Assistance Program.
2. Development of a regional disabled database.
3. Development of the ADA Complementary Paratransit Plan.
4. Development of a searchable database to identify eligible paratransit service locations.

**PROPOSED ACTIVITIES:**

1. Assist the Pioneer Valley Transit Authority (PVTa) in continuing to plan for actions that are needed to comply with regulations promulgated under the Americans with Disabilities Act; including the evaluation of the operating policies, setting up of a public participation program, survey analysis of recent operational consolidations, and operational analysis of individual paratransit operations as needed.
2. Provide technical and administrative support to the Joint Transportation Committee on mobility issues and problems of relevance to elderly and disabled persons.
3. Provide guidance to applicants for Section 5311 and State Mobility Assistance Program awards concerning program requirements and service coordination options.
4. Provide assistance and support to PVTa in the implementation of paratransit scheduling and information software systems.
5. Participate in the cost/benefit analysis of paratransit operations including a Before and After analysis of new paratransit software implementation.
6. Develop and conduct an ongoing assessment of passenger satisfaction of PVTa's Paratransit service. These surveys will provide PVTa with benchmarks of customer satisfaction, quality of service, customer needs and concerns.

**PRODUCTS:**

1. Memoranda and reports concerning special transportation services as well as paratransit service studies.
2. Technical assistance to applicants for FTA Section 16(b)(2) and State Mobility Assistance Awards.
3. Deliver PVPC created digital data needed for schedule, paratransit and information software systems.
4. Paratransit service assessment results.
5. 2004 Paratransit Survey

Source	Budget	Est. Staff Effort
FTA S. 5303	\$ 6,250	4 weeks
PVTa S. 5307	\$ 3,750	2 weeks
TOTAL	\$10,000	6 weeks

Direct Labor	\$ 4,739
Indirect Costs	\$ 5,261

### **Task 4.3 Implementing the Regional Land Use Plan**

#### **OBJECTIVE:**

The objective of this task is to update and continue to implement “Valley Vision, the Regional Land Use Plan for the Pioneer Valley” region, which: promotes compact, efficient urban growth centered around existing urban and town centers, served by existing transportation and other public infrastructure and services; discourages urban sprawl, inefficient land use, and development in environmentally sensitive areas; helps the region meet air quality goals by reducing auto trips and promoting use of transportation alternatives, such as transit, walking, biking and car-pooling.

#### **PREVIOUS WORK:**

1. Valley Vision, the Regional Land Use Plan for the Pioneer Valley.
2. Development of a draft Regional Greenways Plan, phase one/two.
3. Technical assistance to implement smart growth strategies in Hadley, Easthampton, Westfield, Palmer, Chesterfield, Amherst.

#### **PROPOSED ACTIVITIES:**

1. Initiate a major update of Valley Vision, the Regional Land Use Plan for the Pioneer Valley, which was approved by PVPC in 1997. The update will include integrating recommendations and mapping from the Executive Order 418 Community Development Plans completed for 32 Pioneer Valley communities. The update will also integrate the Regional Greenways Plan, document success stories from the 1997 Valley Vision plan, include pilot projects for smart growth, and include a process for plan adoption and promoting local consistency.
2. Identify pilot projects to implement “smart growth” strategies from Valley Vision with communities. Work with communities to obtain commitments to work toward implementing pilot projects in the following key areas:
  - a) Commercial highway corridor development standards and controls (Route 9, Route 10/202, other corridors);
  - b) Holyoke Range upland zoning controls;
  - c) Traditional neighborhood developments;
  - d) Mixed use village centers;
  - e) Cluster or creative development bylaws;
  - f) Transfer of development rights bylaws;
  - g) Inclusionary housing bylaws;
  - h) Rural business centers or shopping center redevelopment
3. Provide continued, targeted technical assistance to communities across the Pioneer Valley on an as-needed basis to implement the above pilot projects for Valley Vision strategies. These strategies may include new local zoning bylaws and land use regulations, and policies on infrastructure improvements/extensions.

#### **PRODUCTS:**

1. Draft update of Valley Vision, the Regional Land Use Plan.
2. Summary of assistance provided to communities to implement strategies from Valley Vision.

Source	Budget	Est. Staff Effort
MassHighway PL	\$33,438	20 weeks
TOTAL	\$33,438	20 weeks

Direct Labor	\$15,847
Indirect Costs	\$17,591

## **Task 4.4 Regional Bicycle and Pedestrian Planning**

### **OBJECTIVE:**

To assist area communities and local non-motorized advocacy groups to develop non-motorized facilities specified in the Bicycle and Pedestrian Plan by providing technical assistance and planning that supports these projects and activities. To implement the goals and objectives of the PVPC Regional Bicycle and Pedestrian Plan.

### **PREVIOUS WORK:**

1. Bicycle Level of Service Model for Amherst, Northampton, and East Longmeadow, Holyoke and Westfield.
2. Pioneer Valley Region Latent Demand Model of Bicycle Trips for Northampton, Easthampton, and Amherst.
3. Provide technical assistance to area communities to develop and/or implement programs to improve conditions for pedestrians and bicyclists.
4. Provide technical assistance to area communities to facilitate changes to existing bylaws to create environments that promote walking and biking.
5. Re-activation of the PVPC non-motorized transportation committee.
6. Developed model bicycle parking bylaws.
7. Facilitated Training for Planners on Pedestrian and Bicycle Accommodations.
8. Assisted in the coordination for the Massachusetts Statewide Bicycle and Pedestrian Conference.
9. Pioneer Valley Bike Commute Week – 1996 – 2004.

### **PROPOSED ACTIVITIES:**

1. Provide technical assistance to area communities to develop and/or implement programs to improve conditions for pedestrians and bicyclists and provide connections to existing PVTA services.
2. Facilitate the Pioneer Valley Bike Commute Week.
3. PVPC staff will provide reference information to local communities on bicycle and pedestrian related projects and programs.
4. Update the Regional Bicycle and Pedestrian Plan in coordination with the Joint Transportation Committee's Bicycle and Pedestrian Sub-committee.
5. Facilitate local efforts to implement traffic calming in areas of high pedestrian traffic.
6. PVPC staff will review highway projects that significantly impact bicycle and pedestrian modes of travel, including projects identified in the Regional Bicycle and Pedestrian Plan.
7. Once updated, facilitate implementation of the Regional Bicycle and Pedestrian Plan in coordination with the Joint Transportation Committee's Bicycle and Pedestrian Sub-committee.
8. Continue support for the activities of the Joint Transportation Committee's Bicycle and Pedestrian subcommittee.
9. Perform bicycle and pedestrian counts along the Norwottuck Trail, Springfield Riverwalk, and other multi-use facilities to establish peak hours of use and seasonal fluctuations.
10. Develop "best case" design scenarios for bikepaths. Compile design details from bikepaths and trails across the state into a comprehensive resource. Identify loop detector design guidelines for bikepath counts.
11. Norwottuck Resurfacing Assessment - PVPC staff, in cooperation with Department of Conservation and Recreation (DCR) staff, will collect pavement data on the Norwottuck Rail Trail in Amherst,



Northampton, and Hadley. The data collected will be used to inventory tree species related to root intrusion, estimate impacts on tree canopy cover for any proposed selective tree removal, and assess the impacts of trail widening and proposed changes to the alignment.

**PRODUCTS:**

1. Updates to the Regional Bicycle and Pedestrian Plan as necessary.
2. Status reports on Regional Bicycle and Pedestrian Plan efforts.
  
3. Norwottuck Resurfacing Assessment.
4. Pioneer Valley Bike Commute Week.

Source	Budget	Est. Staff Effort
MassHighway PL	\$40,500	26 weeks
Local Match	\$ 3,364	2 weeks
TOTAL	\$43,864	28 weeks

Direct Labor	\$20,789
Indirect Costs	\$23,075

**Task 4.5 Local Technical Assistance**

**OBJECTIVE:**

To provide technical resources and support for member communities and organizations by responding to specific requests in a timely and cost effective manner. To review transportation related impact reports, traffic studies, and environmental notification forms. Assist with state and regional pedestrian, car-sharing, and other alternative transportation initiatives to reduce vehicle miles traveled and improve air quality in the region. To educate planners, public works professionals and business leaders in sustainable development.

**PREVIOUS WORK:**

1. Bridle Path Road Parking Study, Springfield.
2. Traffic Signal Warrant Analysis, Ludlow
3. Data collection activities at the request of local communities.
4. Reviews of all MEPA documents filed in the Pioneer Valley Region.
5. Developed a brochure for the City of Northampton on transit.
6. Model sidewalk ordinances.
7. East Longmeadow Town Center Project

**PROPOSED ACTIVITIES:**

1. Provide Local Technical Assistance (LTA) to communities on an as requested basis. Each community will be limited to three requests per year. Typical activities may include data collection, operational analysis, small signal coordination studies, and safety studies.
2. Review and comment on all Environmental Notification Forms and Environmental Impact Reports as part of the MEPA process. Attend project scoping sessions for significant projects in the region as part of the MEPA process. Review all documents prepared under federal environmental laws and regulations.
3. Application of the latest versions of transportation software programs to perform analysis and test recommendations.
4. Present findings to communities through documentation and oral presentation as required.

5. Assist communities in implementing past corridor study recommendations.
6. Work with PVRTA and member communities to assure understanding of transit options in the region.
7. Organize a forum on sustainable development in the Pioneer Valley.
8. Facilitate "Reduce Car Use" and other workshops to enhance livability and promote sustainable development in the region.

**PRODUCTS:**

1. Reports documenting the findings and recommendations of all LTAs.
2. Recommendations and comments as appropriate for the review of MEPA documents.
3. Model bylaws.
4. Public information piece on transit options and how communities can work cooperatively with PVRTA to promote transit.
5. "Reduce Car Use" workshop materials.
6. Pioneer Valley Sustainable Development forum materials.
7. Biomass GIS product-showing potential power plant sites and transportation requirements to ship wood or other agricultural fuel to plant.

Source	Budget	Est. Staff Effort
MassHighway PL	\$20,000	14 weeks
TOTAL	\$20,000	14 weeks

Direct Labor	\$ 9,479
Indirect Costs	\$10,521

**Task 4.6 Local Pavement Management Program**

**OBJECTIVE:**

To provide pavement management services to member communities on a contract basis.

**PREVIOUS WORK:**

1. Local Pavement Management Study for Belchertown.
2. Agawam Local Pavement Management Report Update.
3. Local Pavement Management Study for Southwick.
4. Local Pavement Management Study for Wilbraham.
5. Pavement Management data collection training for local communities.

**PROPOSED ACTIVITIES:**

1. Identify additional rural, suburban, and urban communities interested in conducting pavement management programs.
2. Meet with elected officials, highway superintendents, and/or public works directors from the selected communities to explain the program and to coordinate activities.
3. Document the efforts undertaken and review the results with officials from the selected municipalities.
4. Conduct training sessions for local highway department personnel on the pavement management process and educate them in identification of pavement distresses and data recording techniques.
5. Monitor progress in each community to allow for updating of resource data for continuing pavement management.
6. Provide follow-up technical assistance to communities with pavement management programs already in place.
7. Collect GPS coordinate information for all new roadways to assist in Mapping.

**PRODUCTS:**

1. New Municipal Pavement Management Systems.
2. Updates for existing municipal pavement management plans, as requested.

Source	Budget	Est. Staff Effort
Local Funds	\$9,000	6 weeks
TOTAL	\$9,000	6 weeks

Direct Labor	\$4,265
Indirect Costs	\$4,735

**ADDITIONAL PLANNING PROJECTS**

1. Jacob's Ladder Trail Scenic Byway Program: The PVPC and Jacob's Ladder Trail Scenic Byway, Inc. are continuing various planning and construction programs along the Route 20 – Jacob's Ladder Trail Scenic Byway.
2. State Street TCSP Project: The City of Springfield has received confirmation of an earmark for TCSP funding for a project involving the State Street corridor.

## FFY 2005 Unified Work Program Funding Profile

	Total	MHD 3C PL	Local Match	FTA S. 5303	PVT* S. 5303 Match	PVT S. 5303	PVT S. 5303 Match	FHWA Scenic Byway	TCSP Grant	TDM Funds	Route 9 Mitigation Funds
<b>1.0 Management &amp; Certification of the 3C Process</b>											
1.1 Management of the 3C Process	40,250	24,000		8,000	2,000	5,000	1,250				
1.2 Unified Planning Work Program	4,750	3,500		1,000	250						
1.3 Public Participation Process	32,638	23,263		3,500	875	4,000	1,000				
1.4 TIP Development	39,250	28,000		4,500	1,125	4,500	1,125				
1.5 Statewide Funding Proposal Assistance	7,500	5,000				2,000	500				
1.6 Environmental Justice	23,250	10,000		6,600	1,650	4,000	1,000				
<b>Subtotal of Section 1.0</b>	<b>147,638</b>	<b>93,763</b>		<b>23,600</b>	<b>5,900</b>	<b>19,500</b>	<b>4,875</b>				
<b>2.0 Technical Support &amp; Data Collection</b>											
2.1 Traffic Counting	24,000	24,000									
2.2 Regional Travel Demand Modeling/Clean Air Planning	55,731	46,356		1,500	375	6,000	1,500				
2.3 GIS, Mapping and Graphics	72,675	57,675		7,000	1,750	5,000	1,250				
2.4 Information Center	58,188	56,938		1,000	250		0				
2.5 Regional Congestion Management System - Data Collection	1,500	1,500					0				
2.6 Regional Pavement Management System - Data Collection	23,000	18,000	5,000								
<b>Subtotal of Section 2.0</b>	<b>235,094</b>	<b>204,469</b>		<b>9,500</b>	<b>2,375</b>	<b>11,000</b>	<b>2,750</b>				
<b>3.0 RTP Planning</b>											
3.1 Regional Transportation Plan Update	15,000	15,000									
3.2 Transit System Surveys & Route Implementation	46,084			23,867	5,967	13,000	3,250				
3.3 Regional Roadway Functional Classification Changes	25,000	25,000						381,994			
3.4 Jacobs Ladder Trail Scenic Byway Project*	381,994										
3.5 Regional Congestion Management System - Project Development	52,150	47,500	4,650								
3.6 Regional Pavement Management System - Project Development	16,500	16,500									
3.7 Merrick Neighborhood Transportation Study	268,794	10,000			900				258,794		8,375
3.8 Regional Safety and Planning Studies	47,283	40,000	2,783	3,600							
3.9 Intelligent Transportation Systems (ITS) - Strategic Planning	77,125	17,500									
3.10 Transit Economic Development and Access to Jobs Studies	10,000	10,000									
3.11 Connecticut River Walk & Bikeway Coordination	121,200		12,500			41,000	10,250				
3.12 Bicycling in the Pioneer Valley (Share the Road)	459,100		91,820			5,000	1,250			108,700	
3.13 Summer Avenue Express Corridor Project*	5,000	5,000								367,280	
3.14 Connecticut River Scenic Farm Byway	15,000	15,000									
3.15 Regional Freight Planning											
<b>Subtotal of Section 3.0</b>	<b>1,546,480</b>	<b>201,500</b>	<b>111,753</b>	<b>27,467</b>	<b>6,867</b>	<b>59,000</b>	<b>14,750</b>	<b>381,994</b>	<b>258,794</b>	<b>475,980</b>	<b>8,375</b>
<b>4.0 Ongoing Transportation Planning</b>											
4.1 Regional Transit Planning	193,061		2,900	60,629	15,157	91,500	22,875				
4.2 Paratransit Planning Assistance	10,000			5,000	1,250	3,000	750				
4.3 Implementing the Regional Land Use Plan	33,438	33,438									
4.4 Regional Bicycle & Pedestrian Planning	43,864	40,500	3,364								
4.5 Local Technical Assistance	20,000	20,000									
4.6 Local Pavement Management Program	9,000	9,000									
<b>Subtotal of Section 4.0</b>	<b>309,363</b>	<b>93,938</b>	<b>15,264</b>	<b>65,629</b>	<b>16,407</b>	<b>94,500</b>	<b>23,625</b>			<b>0</b>	
<b>MHD 3C Direct Costs</b>											
<b>Program Sum</b>	<b>2,270,950</b>	<b>634,420</b>	<b>132,017</b>	<b>126,196</b>	<b>31,549</b>	<b>184,000</b>	<b>46,000</b>	<b>381,994</b>	<b>258,794</b>	<b>475,980</b>	

\*PVT S. 5303 match is 20% of total program amount only.

A Denotes Pass-Through Funding



# FFY 2005 Unified Planning Work Program Funding Summary

Transportation Funding	Value	% of Total
FHWA/MasHighway - PL	\$ 634,420.00	27.94%
FTA/PVTA	\$ 230,000.00	10.13%
FTA/PVPC	\$ 157,745.00	6.95%
Local Funds (includes in-kind contributions)	\$ 132,017.00	5.81%
* TDM funds	\$ 475,980.00	20.96%
* FHWA Scenic Byway Funding	\$ 381,994.00	16.82%
** USDOT TCSP Grants	\$ 258,794.00	11.40%
<b>Total</b>	<b>\$ 2,270,950.00</b>	<b>100.00%</b>

Other Funding	Value	% of Total
MARPA Support Services	\$ 13,000.00	0.62%
EPAD/EP Water Quality Planning	\$ 56,000.00	2.69%
EPAD/WPC Urban Stormwater Management	\$ 34,000.00	1.63%
Pioneer Valley Water Quality Initiatives	\$ 30,000.00	1.44%
* HUD/CDBG Administration - 2001 and 2002 projects	\$ 743,600.00	35.67%
EPALocal Stormwater Management Planning	\$ 43,000.00	2.06%
Route 9 Construction Mitigation Plan	\$ 28,800.00	1.38%
EOEA Planning Program/MassGIS	\$ 40,800.00	1.96%
* HUD/CDBG Administration - New Projects	\$ 153,750.00	7.37%
Housing Rehab Loan Program Management	\$ 54,900.00	2.63%
EPA/Interstate Watershed Management	\$ 70,750.00	3.39%
Local Service Contracts	\$ 62,650.00	3.01%
FY 2005 Local Assessments	\$ 72,000.00	3.45%
MHC and PVPC Historic Preservation	\$ 58,600.00	2.81%
EPA Brownfields Revolving Loan Fund Management	\$ 25,750.00	1.24%
EPA Environmental Brownfield Demo Project	\$ 65,000.00	3.12%
US/EDA Regional Economic Planning	\$ 85,000.00	4.08%
PVPC Data Center - New Projects	\$ 10,720.00	0.51%
Regional Sustainable Development Program	\$ 22,000.00	1.06%
DHCD/Development Regional Affordable Housing Plan	\$ 38,250.00	1.83%
PVPC Plan for Progress Update	\$ 41,000.00	1.97%
MTC Renewal Energy Trust	\$ 60,000.00	2.88%
NPS - M&M Trail Feasibility Analysis	\$ 55,500.00	2.66%
Smart Growth Initiative - Valley Vision Update	\$ 60,000.00	2.88%
501 (C) 3 Non Profit Corporation Revenue	\$ 96,200.00	4.61%
DOE/Development of Renewal Energy Plan	\$ 57,000.00	2.73%
Miscellaneous	\$ 6,550.00	0.31%
<b>Total</b>	<b>\$ 2,084,820.00</b>	<b>100.00%</b>

\* Denotes Pass-through Funding

\*\* For the City of Springfield and City of West Springfield

Overall Funding	Value	% of Total
FHWA/MasHighway - PL	\$ 634,420.00	14.57%
FTA/PVTA	\$ 230,000.00	5.28%
FTA/PVPC	\$ 157,745.00	3.62%
Local Funds (includes in-kind contributions)	\$ 132,017.00	3.03%
* TDM funds	\$ 475,980.00	10.93%
* FHWA Scenic Byway Funding	\$ 381,994.00	8.77%
** USDOT TCSP Grants	\$ 258,794.00	5.94%
MARPA Support Services	\$ 13,000.00	0.30%
EPAD/EP Water Quality Planning	\$ 56,000.00	1.29%
EPAD/WPC Urban Stormwater Management	\$ 34,000.00	0.78%
Pioneer Valley Water Quality Initiatives	\$ 30,000.00	0.69%
* HUD/CDBG Administration - 2001 and 2002 projects	\$ 743,600.00	17.07%
EPALocal Stormwater Management Planning	\$ 43,000.00	0.99%
Route 9 Construction Mitigation Plan	\$ 28,800.00	0.66%
EOEA Planning Program/MassGIS	\$ 40,800.00	0.94%
* HUD/CDBG Administration - New Projects	\$ 153,750.00	3.53%
Housing Rehab Loan Program Management	\$ 54,900.00	1.28%
EPA/Interstate Watershed Management	\$ 70,750.00	1.62%
Local Service Contracts	\$ 62,650.00	1.44%
FY 2005 Local Assessments	\$ 72,000.00	1.65%
MHC and PVPC Historic Preservation	\$ 58,600.00	1.35%
EPA Brownfields Revolving Loan Fund Management	\$ 25,750.00	0.59%
EPA Environmental Brownfield Demo Project	\$ 65,000.00	1.49%
US/EDA Regional Economic Planning	\$ 85,000.00	1.95%
PVPC Data Center - New Projects	\$ 10,720.00	0.25%
Regional Sustainable Development Program	\$ 22,000.00	0.51%
DHCD/Development Regional Affordable Housing Plan	\$ 38,250.00	0.88%
PVPC Plan for Progress Update	\$ 41,000.00	0.94%
MTC Renewal Energy Trust	\$ 60,000.00	1.38%
NPS - M&M Trail Feasibility Analysis	\$ 55,500.00	1.27%
Smart Growth Initiative - Valley Vision Update	\$ 60,000.00	1.38%
501 (C) 3 Non Profit Corporation Revenue	\$ 96,200.00	2.21%
DOE/Development of Renewal Energy Plan	\$ 57,000.00	1.31%
Miscellaneous	\$ 6,550.00	0.15%
<b>Total</b>	<b>\$ 4,355,770.00</b>	<b>100.00%</b>



## CHANGES TO THE DRAFT UPWP

The Draft Unified Planning Work Program for the Pioneer Valley MPO underwent a public review and comment period consistent with the Pioneer Valley Region Public Participation Process. The following changes were made to the Draft document as a result of comments received during the public participation process.

Change	Requested By
Define breakdown of Direct Labor and Indirect Costs for each task.	MassHighway
Added a new proposed activity in Task 3.8 - Regional Safety and Planning Studies to review crash data in Agawam.	MassHighway District 2
Made modest changes to the grammar of Tasks 1.6, 3.3, 3.13, 4.1, and 4.4.	MassHighway
Added new proposed activity in Task 3.9 - Intelligent Transportation Systems to inventory signalized intersections.	MassHighway
Updated the PVPC staff listing to reflect recent changes.	PVPC
Added the Route 5/10 at Pantry Road safety study to Task 3.8	Town of Hatfield
Corrected the federal fiscal year dates in the funding source table on page 1.	FHWA
Defined what "MIGs" (Municipal Incentives Grants) are on page 2.	FHWA
Deleted Activity #8 to support the administration of Executive Order 48 contracts	FHWA
Add additional information to Task 2.4 to define Activity #3 and Activity #5	FHWA
Added Activity #6 to Task 3.3 to "Report changes to the Executive Office of Transportation and MassHighway for incorporation into the Statewide database."	FHWA
Updated Task 3.4 to provide more information on the current status of the project and which task may have been completed.	FHWA
Corrected funding source in Task 3.4 ("Scenic Byway" not "Scenic")	FHWA
Added Activity #4 to Task 3.5 to "Incorporate data collected as part of Task 2.5 into the regional travel time database. Update the regional listing of congested locations as appropriate based upon changes in travel time data."	FHWA
Indicated the source of local funding (PVPC) for Task 3.5	FHWA
Task 3.7 – FHWA questioned why a consultant is being re-hired as this Task was included in the FY2004 UPWP. This task is for Phase II of the Merrick Study – the current consultant was only hired to perform Phase I of the study.	FHWA
Task 3.7 – Product #1 changed the name from "Planning Team" to "Project Oversight Committee" to reflect the difference in the roles of the committees between Phase I and Phase II of the project.	FHWA
Added Activity #8 "Work with Executive Office of Transportation (EOT) and MassHighway to educate MPO members on the benefits of ITS technology through project programming" to Task 3.9	FHWA
Added Activity #9 "Certify TIP project compliance with the Western Massachusetts Regional Architecture." To Task 3.9	FHWA
Added additional language to Activity #1 under Task 3.10 to distinguish the difference from Task 1.6 Environmental Justice	FHWA
Added "Assisted PVTa in the planning and implementation of new routes and services to assist in the transition from Welfare to Work." Under the Previous Work section of Task 3.10.	FHWA
Added additional information to Task 3.11 to update the status of the project.	FHWA
Added additional information to Task 3.12 to update the status of the project.	FHWA



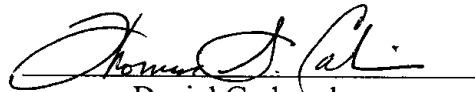
Added additional information to Task 3.13 to update the status of the project.	FHWA
Added additional information to Task 3.14 to update the status of the project.	FHWA
Added language to Task 3.16 to define the modes of freight expected to be covered under this task.	FHWA
Added Activity #6 "Participate in FHWA "Talking Freight" web conferences." To Task 3.16.	FHWA
Moved six sections from the back of the document to the beginning of the document.	FHWA
Removed the Executive Order 418 category from the Funding Profile	FHWA
Removed Activity #9 from Task 2.2 – "Perform Build Out Analysis for Executive Order 418 Studies."	PVPC
Added the following sentence to Activity #4 under Task 4.1 – "Assist PVTA in the system wide analysis of their operations, the market they serve and the needs of their passengers and other stakeholders."	PVTA
Task 4.2 – changed 16(b)(2) to Section 5311.	PVTA
Task 4.2 – changed Activity #5 to perform a Cost/Benefit analysis.	PVTA
Task 3.2 – added the actual transit routes to be surveyed in FY2005.	PVTA

## PIONEER VALLEY MPO ENDORSEMENT SHEET

The signatures below signify that all members of the Pioneer Valley Region's Metropolitan Planning Organization, or their designees, have met on September 9, 2004 and discussed the following item for endorsement: : The Pioneer Valley Region's Federal Fiscal Years 2005 Unified Planning Work Program.

### Executive Office of Transportation and Construction (EOTC)

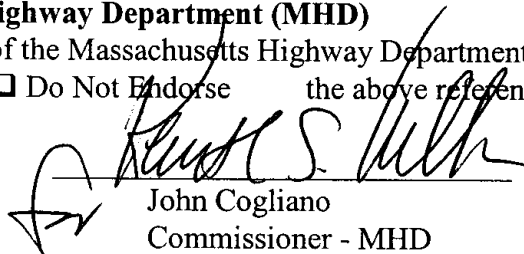
I, Secretary of the Executive Office of Transportation and Construction, hereby  
☐ Endorse ☐ Do Not Endorse the above referenced item.

  
Daniel Grabauskas  
Secretary - EOTC

9/9/04  
Date

### Massachusetts Highway Department (MHD)

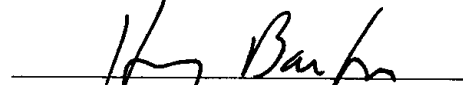
I, Commissioner of the Massachusetts Highway Department, hereby  
☒ Endorse ☐ Do Not Endorse the above referenced item.

  
John Cogliano  
Commissioner - MHD

9/9/04  
Date

### Pioneer Valley Planning Commission (PVPC)

I, Chair of the Pioneer Valley Planning Commission, hereby  
☐ Endorse ☐ Do Not Endorse the above referenced item.


  
Henry Barton  
Chair - PVPC

9/9/04  
Date

**Pioneer Valley Transit Authority (PVTa)**

I, Vice-Chair of the Pioneer Valley Transit Authority, hereby

☒ Endorse ☐ Do Not Endorse the above referenced item.

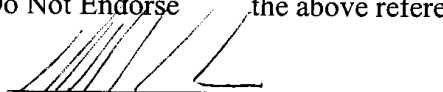
  
for James St. Amand  
Chair - PVTa

9-9-04  
Date

**City of Holyoke**

I, Mayor of the City of Holyoke, hereby

☒ Endorse ☐ Do Not Endorse the above referenced item.

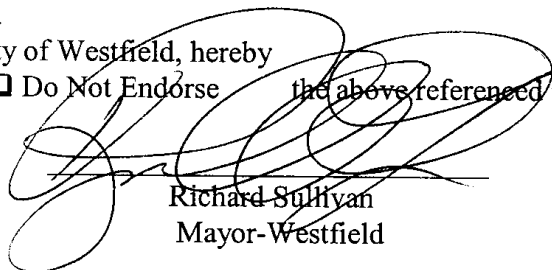
  
Michael Sullivan  
Mayor-Holyoke

9-9-04  
Date

**City of Westfield**

I, Mayor of the City of Westfield, hereby

☒ Endorse ☐ Do Not Endorse the above referenced item.

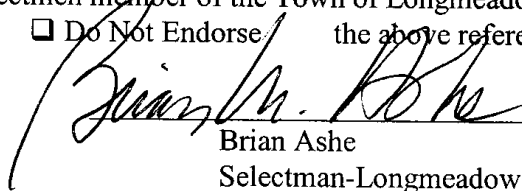
  
Richard Sullivan  
Mayor-Westfield

9-9-04  
Date

**Town of Longmeadow**

I, Board of Selectmen member of the Town of Longmeadow, hereby

☒ Endorse ☐ Do Not Endorse the above referenced item.

  
Brian Ashe  
Selectman-Longmeadow

9-4-04  
Date

**Town of Williamsburg**

I, Board of Selectmen member of the Town of Williamsburg, hereby

☐ Endorse ☐ Do Not Endorse the above referenced item.

\_\_\_\_\_  
Chris Morris  
Selectman-Williamsburg

\_\_\_\_\_  
Date