

# Unified Planning Work Program

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Fiscal Year 2014

October 1, 2013 to September 30, 2014



Prepared by  
Pioneer Valley Planning Commission  
60 Congress Street - Floor 1  
Springfield, MA 01104-3419  
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Pioneer Valley  
Unified Planning Work Program

Fiscal Year 2014  
October 1, 2013 to September 30, 2014

Final Document  
July 2013

Prepared by the  
Pioneer Valley Planning Commission

For the Pioneer Valley  
Metropolitan Planning Organization

**Pioneer Valley MPO Members**

<b>Name</b>	<b>Title</b>
Richard A. Davey	Secretary and CEO of the Massachusetts Department of Transportation
Francis DePaola	Administrator of the Massachusetts Department of Transportation Highway Division
Walter Gunn	Chairman of the Pioneer Valley Executive Committee
John Musante	Chairman of the Pioneer Valley Transit Authority Advisory Board
Mayor Domenic Sarno	Mayor of Springfield
Mayor Alexander Morse	Mayor of Holyoke
Mayor Richard Cohen	Mayor of Agawam
Mayor David Narkewicz	Mayor of Northampton
George Archible	Belchertown Board of Selectmen
Marcus Boyle	Hatfield Board of Selectmen
<b>Alternates</b>	
Mayor Michael Bissonnette	Mayor of Chicopee
Mayor Daniel M. Knapik	Mayor of Westfield
Aimee Burnham	Huntington Board of Selectmen
<b>Ex-Officio (Non-Voting)</b>	
Pamela Stephenson	Federal Highway Administration
Mary Beth Mello	Federal Transit Administration
William Wagner	Economic Development Council of Western Massachusetts
Mary MacInnes	Administrator of the Pioneer Valley Transit Authority
James Czach	Chairman – Pioneer Valley Joint Transportation Committee

Prepared in cooperation with the Massachusetts Department of Transportation, and the Federal Highway Administration and the Federal Transit Administration - U.S. Department of Transportation. The views and opinions of the Pioneer Valley Planning Commission expressed herein do not necessarily state or reflect those of the U.S. Department of Transportation.

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## EXECUTIVE SUMMARY

Each year, metropolitan planning organizations (MPOs) are required to prepare a Unified Planning Work Program (UPWP), in cooperation with member agencies, to describe all anticipated transportation planning activities over the course of the upcoming federal fiscal year. The UPWP is an essential step in the development of 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 and the Massachusetts Department of Transportation (MassDOT).

The UPWP also identifies the federal, state, and local funding sources used to carry out the proposed tasks. This document was prepared in compliance with the Moving Ahead for Progress in the 21<sup>st</sup> century Act (MAP-21) and addresses its seven national goals and eight planning factors. Tasks included in the UPWP were developed to advance key emphasis areas as identified by the Federal Highway Administration and the Federal Transit Administration. Planning activities also comply with MassDOT's GreenDOT Initiative. The UPWP is divided into the following sections:

**Work Element 1** - Work Element 1 encompasses the administration and support of the 3-C transportation process. Major products under this task include the development of the Transportation Improvement Program (TIP), the UPWP, regional public participation process, and Environmental Justice and Title VI planning.

**Work Element 2** – Data collection and other planning services required to support the UPWP are included as part of this Work Element. Work performed as part of Element 2 is traditionally used to assist in transportation analysis and the development of figures and tables included in technical reports.

**Work Element 3** - This work element is comprised of transportation planning that directly supports the development of projects included in the Regional Transportation Plan (RTP) or the development of RTPs. New studies included in Work Element 3 for FY 2014 include:

- Task 3.1 – Regional Performance Measures will consist of research and outreach to identify performance measures for the Pioneer Valley Region consistent with the goals of MAP-21.
- Task 3.4 – Regional Freight Plan will develop a regional freight plan to identify existing obstacles for freight and develop recommendations to improve freight mobility.
- Task 3.5 – Regional Congestion Management Process Project Development will complete a study on congestion associated with the Pine Street corridor in the village of Florence, MA.
- Task 3.7 – Route 9 Safety and Livability Study consists of the analysis of the Route 9 corridor in the City of Northampton from New South Street to Hawley Street to Improve safety for all modes of transportation.
- Task 3.8 – Regional Safety and Planning Studies will perform a traffic signal warrant analysis at the intersection of Route 202 with Amherst Street in Granby, MA and advance a study of safety for all modes of transportation along the Depot Street/Sheep Pasture Road/Powder Mill Road corridor in Southwick, MA.

**Work Element 4** – Work Element 4 consists of transportation planning activities that support the day to day operations of the regional transportation system. Key tasks included as part of Work Element 4 included regional fixed route and paratransit planning, bicycle and pedestrian planning, and local technical assistance. Federal and state funded transportation planning studies funded outside of the region's allotted Planning (PL) and Section 5303 budgets are included as part of Work Element 4.

**Additional Planning Projects** - This section outlines activities for which funding has not yet been secured. These proposed tasks are provided for information purposes only.

## INTRODUCTION

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 Moving Ahead for Progress in the 21<sup>st</sup> Century (MAP-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 MassDOT, 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/MassDOT	October 1, 2013 through September 30, 2014
FTA/MassDOT	April 1, 2013 through September 30, 2014
PVTA	April, 2013 through September, 2014
Scenic Byways Program	Various Contract Periods

***The Pioneer Valley Metropolitan Planning Organization endorses the Unified Planning Work Program for the Pioneer Valley MPO once it has been developed cooperatively and in accordance with the Public Participation Process established for this region.***

## TRANSPORTATION PLANNING FUNDING SOURCES

**FHWA/MassDOT** - MassDOT 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. MassDOT 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 MassDOT is PL funds. In the past, unexpended funds from contract to contract were reserved in a "PL Balance" account for the region. Currently, funds not used during a program year are deobligated and may not be available for future use. Below is a summary of PVPC's continuing PL funding account.

Total PL Allocations as of October 1, 2013 (FFY 2014)	\$18,145,040
Total PL Expenditures as of March 31, 2013	\$15,808,482
Estimated PL Expenditure for Remainder of FFY 2013 UPWP	\$567,683
Current PL Balance (Estimated)	\$1,768,875
Estimated PL Expenditure in FFY 2014 UPWP	\$1,024,484
Estimated PL Balance as of September 30, 2013	\$744,391

Source: PVPC

A total of \$1,024,484 in PL funds has been programmed for the FY2014 Transportation Work Program. Direct Costs are expected to vary among tasks in the UPWP and are subject to change. A total of \$25,000 has been allocated for Direct Costs in FY2014.

**FTA/MassDOT/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 MassDOT 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 5307 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 included in the 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 as part of the 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.

PVPC also receives 10% of the regional allocation of Section 5316 (Job Access and Reverse Commute) and Section 5317 (New Freedom) funds for administration of these two programs. Both programs are a competitive process. Section 5316 funds are used to address the unique transportation challenges faced by welfare recipients and low-income persons seeking to get and keep jobs. Section 5317 funds are used to support new public transportation services and public transportation alternatives beyond those required by the Americans with Disabilities Act (ADA) of 1990. In the past, PVPC has chosen to allocate 100% of these funds to the successful applicants.

**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. 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 uses community assessment dollars to supplement the local technical assistance program.

## THE EIGHT PLANNING FACTORS

All metropolitan planning organizations are required to incorporate eight factors into their planning process. The Pioneer Valley MPO has taken great strides to incorporate these eight factors into the Unified Planning Work Program. The Eight Planning Factors are:

Factor	Description	UPWP Task
1	Support the economic vitality of the metropolitan areas, especially by enabling global competitiveness, productivity, and efficiency.	Task 1.4 - Transportation Improvement Plan (TIP) development Task 3.3 - Interstate Route I-91 Major Corridor Planning Study Task 3.4 - Regional Freight Planning
2	Increase the safety of the transportation system for motorized and non-motorized users.	Task 3.8 - Regional Safety and Planning Studies Task 3.7 - Route 9 Safety and Livability Study - Northampton Task 4.4 - Regional Bicycle and Pedestrian Planning
3	Increase the security of the transportation system for motorized and non-motorized users.	Task 3.2 - Transit System Surveys and Route Implementation Task 3.9 - Intelligent Transportation Systems (ITS) and Regional Evacuation Planning Task 4.1 - Regional Transit Planning
4	Increase the accessibility and mobility of people and for freight.	Task 3.4 - Regional Freight Planning Task 4.1 - Regional Transit Planning Task 4.4 - Regional Bicycle and Pedestrian Planning
5	Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns.	Task 1.5 - Title VI and Environmental Justice Task 3.10 - Climate Change Implementation Task 3.11 - Green Streets and Infrastructure
6	Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight.	Task 3.2 - Transit System Surveys and Route Implementation Task 3.4 - Regional Freight Planning Task 4.4 Regional Bicycle and Pedestrian Planning
7	Promote efficient system management and operation.	Task 3.1 - Regional Performance Measures Task 3.2 Transit System Surveys and Route Implementation Task 3.5 - Regional Congestion Management Process - Project Development
8	Emphasize the preservation of the existing transportation system.	Task 3.6 - Regional Pavement Management System - Project Development Task 3.10 Climate Change Implementation Task 3.11 Green Streets and Infrastructure

## MOVING AHEAD FOR PROGRESS IN THE 21<sup>ST</sup> CENTURY (MAP-21)

The MAP-21 legislation was signed into law by President Obama on July 6, 2012. This transportation bill creates a performance-based surface transportation program to address the challenges faced the U.S. transportation system. MAP-21 specifically addresses all modes of transportation and refines many of the existing programs defined in past transportation legislation.

As part of the transition to a performance-based transportation program, states will begin to invest in transportation improvements that demonstrate progress towards the following seven national goal areas:

- **Safety**—To achieve a significant reduction in traffic fatalities and serious injuries on all public roads.
- **Infrastructure condition**—To maintain the highway infrastructure asset system in a state of good repair.
- **Congestion reduction**—To achieve a significant reduction in congestion on the NHS.
- **System reliability**—To improve the efficiency of the surface transportation system.
- **Freight movement and economic vitality**—To improve the national freight network, strengthen the ability of rural communities to access national and international trade markets, and support regional economic development.
- **Environmental sustainability**—To enhance the performance of the transportation system while protecting and enhancing the natural environment.
- **Reduced project delivery delays**—To reduce project costs, promote jobs and the economy, and expedite the movement of people and goods by accelerating project completion through eliminating delays in the project development and delivery process, including reducing regulatory burdens and improving agencies' work practices.

The Pioneer Valley MPO has developed Task 3.1 – Regional Performance Measures to assist in the development measures that advance the seven national goals and are consistent with Massachusetts GreenDOT policy and the Pioneer Valley Regional Transportation Plan. In addition, a number of tasks included as part of Work Element 3 of the UPWP advance a number of planning efforts that support the seven national goals.

Task	Description	National Goals Supported
3.1	<b>Regional Performance Measures</b> – The regional performance measures task will focus on existing performance measures used by the MPO and the development of additional performance measures that can be developed from existing data.	All
3.2	<b>Transit System Surveys and Route Implementation</b> – This ongoing task uses existing route data and ridership surveys to assist in improving the reliability and performance of the PVTA fixed route system. Staff has also been utilizing data available from the ITS equipped transit vehicle to develop new performance measures.	Safety, Congestion Reduction, System Reliability
3.4	<b>Regional Freight Planning</b> – The freight planning task focuses on identifying opportunities to enhance the movement of freight in the region. A regional freight plan will be developed as part of this UPWP.	Freight Movement and Economic Vitality



3.5	<b>Regional Congestion Management Process (CMP)</b> – The CMP uses a variety of data sources to measure congestion along regional corridors and identify congestion bottlenecks. The MPO collects vehicle travel time data to assist in tracking congestion. Planning studies are developed for congested areas to assist in developing projects to reduce congestion.	Congestion Reduction, System Reliability
3.6	<b>Regional Pavement Management System</b> – Pavement condition data is collected for all federal aid eligible roadways in the region on a four year cycle. The impact of planned roadway improvement projects can be analyzed under a variety of funding levels to identify the level of investment required to keep pavement in a good state of repair.	Infrastructure Condition, Reduce Project Delivery Delays
3.7	<b>Route 9 Safety and Livability Study</b> – Route 9 in Northampton, MA is ranked as one of the Top 25 High Crash segments in the Pioneer Valley. This area also has a history of bicycle and pedestrian crashes. This study will review safety and develop recommendations to reduce crashes and improve livability in downtown Northampton.	Safety, Congestion Reduction, System Reliability
3.8	<b>Regional Safety and Planning Studies</b> – The MPO develops a list of the Top 100 High Crash Intersections every four years. The Top 100 list is used to monitor the effectiveness of regional safety improvements and to advance planning studies to identify potential safety improvements.	Safety, Reduce Project Delivery Delays
3.9	<b>Intelligent Transportation System (ITS) and Regional Evacuation Planning</b> – This task assists in ongoing regional ITS and evacuation planning efforts to increase the deployment of ITS technology, provide real time information to the public, and enhance regional transportation security.	Safety, Congestion Reduction, System Reliability
3.10	<b>Climate Change Implementation</b> – This task assists Pioneer Valley communities to plan for the impacts of climate change on the regional transportation system. It also serves to develop strategies and projects that can have a positive impact on greenhouse gas emissions from transportation sources in compliance with the Massachusetts GreenDOT policy.	Infrastructure Condition, Environmental Sustainability
3.11	<b>Green Street and Infrastructure</b> - Encourages the use of green streets and green infrastructure where practical to reduce stormwater and other environmental impacts the regional transportation system.	Infrastructure Condition, Environmental Sustainability

## 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 August of 2006 to enhance the role of the local communities in the transportation planning process and allow local MPO members to represent subregional districts respective to community size and geographic location. The number of voting members was increased from eight to ten and consists of the following officials or their designee or alternate.

- The Secretary and CEO of the Massachusetts Department of Transportation
- The Administrator of the Massachusetts Department of Transportation Highway Division
- The Chairman of the Pioneer Valley Planning Commission
- The Administrator of the Pioneer Valley Transit Authority
- The Mayors of two of the following three (3) urban core cities:

Chicopee	Holyoke	Springfield
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- The Mayor or a Selectman of one of the following four (4) cities and towns:

Agawam	Southwick	Westfield
West Springfield		

- The Mayor or a Selectman of one of the following five (5) cities and towns:

Amherst	Easthampton	Hadley
Northampton	South Hadley	

- A Selectman of one of the following fourteen (14) suburban and rural towns:

Belchertown	Brimfield	East Longmeadow
Granby	Hampden	Holland
Longmeadow	Ludlow	Monson
Palmer	Pelham	Wales
Ware	Wilbraham	

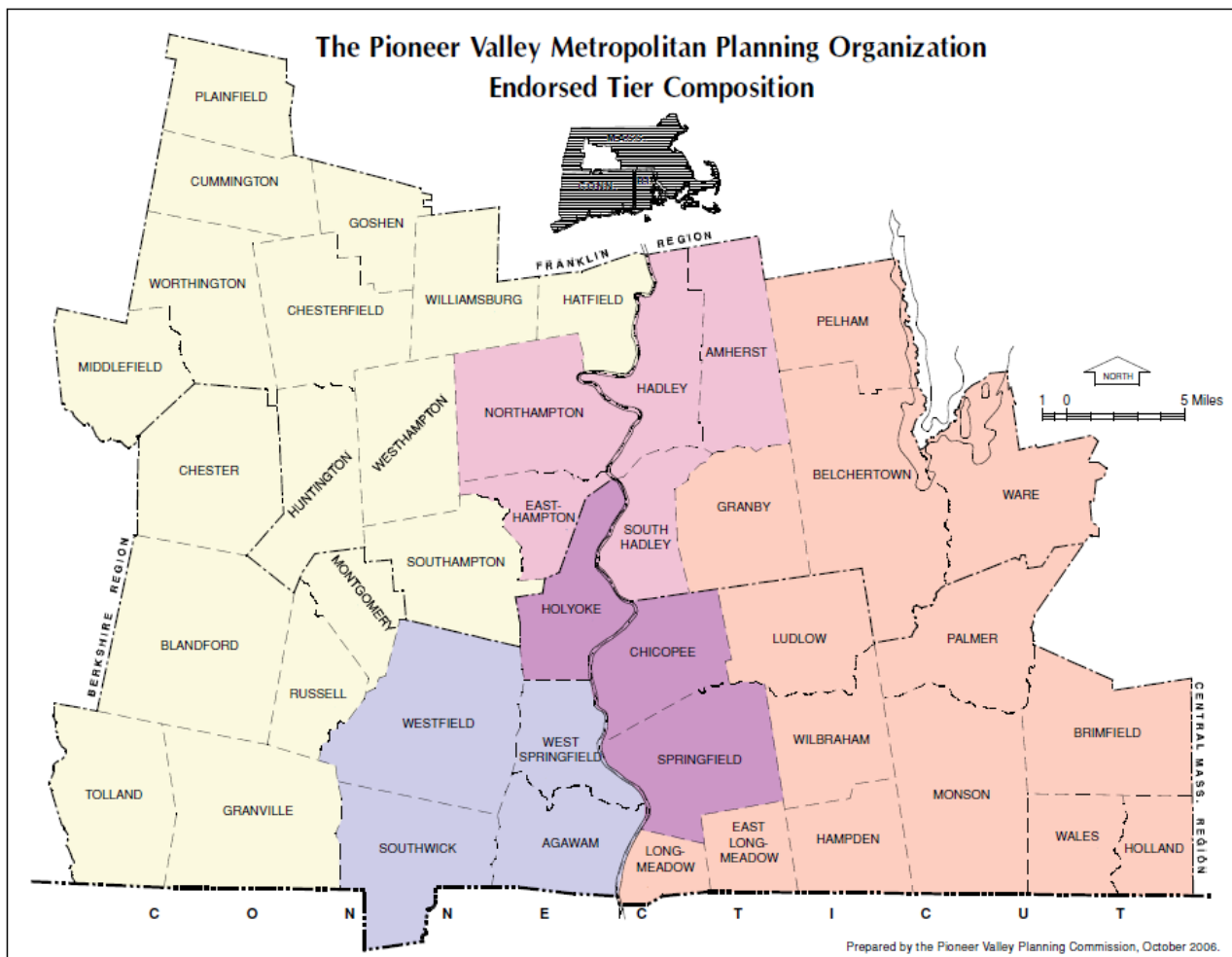
- A Selectman of one of the following seventeen (17) suburban and rural towns:

Blandford	Chester	Chesterfield
Cummington	Goshen	Granville
Hatfield	Huntington	Middlefield
Montgomery	Plainfield	Russell
Southampton	Tolland	Westhampton
Williamsburg	Worthington	

In addition, the Joint Transportation Committee (JTC) Chairman, and one representative each from the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), the Chair of the Infrastructure Committee of the Western Massachusetts Economic Development Council (EDC), the five (5) alternate community MPO representatives, and one representative each from both the Massachusetts Department of Transportation Highway Division District One and District Two Offices shall be considered ex-officio, non-voting members of the Pioneer Valley MPO. Alternate members shall be additional chief elected officials from each of the above-cited categories of communities and he/she shall be eligible to attend, participate and vote at MPO meetings in the event that the primary member cannot attend.

## Pioneer Valley MPO Members

Name	Title
Richard A. Davey	Secretary and CEO of the Massachusetts Department of Transportation
Francis DePaola	Administrator of the Massachusetts Department of Transportation Highway Division
Walter Gunn	Chairman of the Pioneer Valley Executive Committee
John Musante	Chairman of the Pioneer Valley Transit Authority Advisory Board
Mayor Domenic Sarno	Mayor of Springfield
Mayor Alexander Morse	Mayor of Holyoke
Mayor Richard Cohen	Mayor of Agawam
Mayor David Narkewicz	Mayor of Northampton
George Archible	Belchertown Board of Selectmen
Marcus Boyle	Hatfield Board of Selectmen
<b>Alternates</b>	
Mayor Michael Bissonnette	Mayor of Chicopee
Mayor Daniel M. Knapik	Mayor of Westfield
Aimee Burnham	Huntington Board of Selectmen



## 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. 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 to guide transportation planning activities 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.

### Pioneer Valley Joint Transportation Committee Members and Alternates

Community	Member	Alternate
Agawam	Christopher Golba	Michelle Chase
Amherst	Guilford Mooring	Jason Skeels
Barnes Municipal Airport	Brian P. Barnes	
Belchertown	Steven Williams	Gary Brougham/Douglas Albertson
Brimfield	Robert Hanna	
Chester	Rene Senecal	
Chesterfield	Edward Dahill	Matt Smith
Chicopee	Catherine Brown	Steven Frederick
Cummington	Rob Dextraze	
East Longmeadow	David Gromaski	John M. Claffey
Easthampton	James Gracia	Jessica Allen
Goshen	Joe Dunn	
Granby	David Derosiers	Wayne Tack Sr.
Granville	Doug Roberts	Kathryn Martin
Hadley		
Hatfield	Phil Genovese	
Holland	Jim Wettlaufer	Brian Johnson
Holyoke	Matt Sokop	Jeffrey Burkott
Huntington	Charlse Dazelle	
Longmeadow	Paul Santaniello	Yem Lip
Ludlow	Paul Dzubick	Elie Villeno
MassBike	Marvin Ward	
MassDOT District 1	Mark Moore	Peter Frieri
MassDOT District 2	Richard Masse	Laurie Scarbrough
Middlefield	Rodney Savery, Jr.	Alan Vint
Monson	John Morrell	Gretchen Neggers
Montgomery	Curtis Bush, Jr.	
Northampton	Wayne Feiden	
Palmer	Graig Dolan	Andrew Golas
Pelham	Rick Adamcek	
Peter Pan Bus Lines	Peter Picknelly, Jr.	Robert Schwarz
Pioneer Valley Railroad	Michael Rennieke	
Pioneer Valley Transit Authority	Nicole Rohan	
Plainfield	Merton Taylor Jr.	
Russell	Pandora Hague	
South Hadley	Jim Reidy	
Southampton	Edward J. Cauley	
Southwick	Jeff Neece	Richard Grannells
Springfield	Christopher Cignoli	Peter Shumway
Tolland	James Deming	
University of Massachusetts	Glen Barrington	
Wales	Michael Wasiluk	
Ware	Thom Martens	David Tworek
Western Massachusetts Economic Development Council	Ken Delude	
Westfield	Mark Cressotti	
Westhampton	David Blakesly	Brian Mulvehill
West Springfield	James W. Lyons	James Czach
Wilbraham	Tonya Bosch	
Williamsburg	William Turner	
Worthington	Cork Nugent	

## TRANSPORTATION PLANNING STAFF

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

<u>Name</u>	<u>Title</u>
Rana Al Jammal	Senior Transportation Planner - Specialist
David Johnson	Transportation Planner - Specialist
Amir Kouzehkanani	Principal Planner – Manager
Andrew McCaul	Transportation Planner I
Jeffrey McCollough	Senior Transportation Planner II
Khyati Parmar	Senior Transportation Planner I
Joshua Rickman	Transportation Planner II
Dana Roscoe	Principal Planner - Section Head
Gary Roux	Principal Planner - Section Head
Vacant	Transit Planner

## STAFFING REPORT

The following PVPC staff members are expected to work on the FY2014 Unified Planning Work Program. The percentage of each staff member's time devoted to Transportation Planning Tasks is approximated under "% Time on Transportation".

<b>Staff</b>	<b>Position</b>	<b>% Time on Transportation</b>
Rana Al Jammal	Senior Transportation Planner - Specialist	100%
Jayne Armington	Housing Specialist	3%
David Elvin	Senior Planner	7%
Anne Capra	Principal Planner	3%
Ray Centeno	Graphics Designer	25%
Christopher Curtis	Chief Planner/Section Manager	16%
Christopher Dunphy	Community Development Senior Planner	10%
Patty Gambarini	Senior Planner	7%
Molly Goren-Watts	Analyst/Regional Information Center Manager	71%
Dave Johnson	Transit Planner - Specialist	100%
Amir Kouzehkanani	Principal Transportation Planner/Manager	100%
Andrew Loew	Community Development Planner	10%
James Mazik	Deputy Director for Operation/Community Development Section Manager	15%
Andrew McCaul	Transportation Planner I	100%
Jeffrey McCollough	Senior Transportation Planner	100%
Danielle McKahn	Planner	1%
Josiah Neiderbach	Planner	16%
Khyati Parmar	Senior Transportation Planner II	100%
Catherine Ratte	Principal Planner/Section Manager	1%
Joshua Rickman	Transportation Planner II	100%
Dana Roscoe	Principal Planner – Section Manager	100%
Gary Roux	Principal Planner – Section Manager	100%
Ashley Shea	Communications Manager	19%
	GIS Specialist	25%
Larry Smith	Senior Planner	8%
Todd Zukowski	GIS/Cartographic Section Manager	25%
Transportation Interns (2)	Intern	100%

## PREVIOUS TRANSPORTATION STUDIES

Jacob's Ladder Trail Scenic Byway - Landscape Inventory & Assessment  
Jacob's Ladder Trail Scenic Byway Study- Executive Summary  
Jacob's Ladder Trail Scenic Byway - Highway and Safety Analysis  
Jacob's Ladder Trail Scenic Byway- 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  
I- 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 Reports:  
Rte. 5 Signal Coordination  
Elmwood Area Preliminary Travel Demand Analysis  
Route 10/202 Corridor Study  
Regional Traffic Count Reports  
Origin/Destination Survey of PVRTA 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  
PVRTA Economic Benefit and Impact Study  
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  
PVRTA Green 01 Transit Route Survey  
PVRTA 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  
Pioneer Valley Regional Bicycle and Pedestrian Transportation Plan  
Bradley Airport Study for Western Massachusetts  
2000 Pioneer Valley Regional Transportation Plan  
[Outer Belt Transportation Study](#)  
[Holyoke Downtown Flow Study](#)  
Hampden County House of Correction Parking Study  
Linden Street Traffic Study  
Northampton Transportation Plan  
2003 Regional Transportation Plan Update  
West Springfield Parking Study  
PVRTA Garage Parking Study  
[Longmeadow Route 5 Traffic Study](#)  
[Norwottuck Rail Trail User Survey](#)  
Executive Order 418 Community Development Plans (various)  
[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  
Pavement Management Informational Brochure  
[Springfield Riverwalk User Survey](#)  
Updates to the Regional Congestion Management System  
Center Street Traffic Study – Ludlow  
Feeding Hills Center Safety Study – Agawam  
Florence Road at Burts Pit Road Safety Study – Northampton  
[Boston and Maine Railroad Bridge Safety Study – Northampton](#)  
West Street at Pantry Road Safety Study – Hatfield  
Regional Bike Map Update  
Amendment to the 2003 Regional Transportation Plan  
2006 Update to Joint Transportation Committee Bylaws  
Regional Traffic Count Report Summary: 2001-2005  
SABIS School Study – Springfield  
[Amostown Road and Morgan Road Traffic Study – West Springfield](#)  
Connecticut River Walk and Bikeway Brochure  
[Main Street at Jackson Street Safety Study – Holyoke](#)  
Route 141 Safety Study – Easthampton and Holyoke  
I-291 Exit 6 off ramp at Shawinigan Drive Safety Study – Chicopee

[Downtown Huntington Parking Study](#)  
 Route 57 intersection study – Southwick  
 Regional CMS Data Collection Update  
 Merrick/Memorial Truck and Pedestrian Surveys  
 Palmer Park and Ride Lot Study  
 Local Technical Assistance Requests (various)  
 2007 Regional Transportation Plan Update  
 Route 141 Safety Study Updates – Easthampton and Holyoke  
 Valley Vision 2  
[Regional Bicycle and Pedestrian Plan Update](#)  
[Feeding Hills Center Transportation and Safety Study Final Report](#)  
 Regional CMP Annual Report Update  
[Top 100 Crash Locations in the Pioneer Valley](#)  
 Route 202 Transportation Study – Belchertown  
 Florence Road Traffic Study – Northampton  
 Palmer Redevelopment Authority Track Capacity Improvements  
 Route 10/202 Transportation Study – Southwick  
 Route 57 Transportation Study – Southwick  
 North Pleasant Street at Fearing Street Study – Amherst  
 PVPC Regional Bridge Map  
 Palmer Bike Path Study  
 Route 112 Scenic Byway Study - Draft  
 Public Participation Plan for the Pioneer Valley MPO Update  
 STCC Environmental Justice Analysis  
 Regional Traffic Counts: 2003-2007  
 State of the Region/People 2008  
 PVTA Fare Assessment  
 Route 10 Corridor Study Existing Conditions Analysis– Easthampton  
 R41 and Nashawannuck Express Passenger Surveys  
 PVTA Systemwide Passenger Survey  
 Amherst Parking and Transit Survey  
 Granby Master Plan – Transportation Component  
 Adams Road Safety Study – Williamsburg  
 Feeding Hills Center Crash Data Review – Agawam  
 Route 9 at North Street and Petticoat Hill Road Study – Williamsburg  
 Southwick Transit Study  
 Intermodal Connector Review  
 Major Employers Report Update  
 Westfield CBD Traffic Circulation Study  
 Page Boulevard at Goodwin Street Congestion Study - Springfield  
[Berkshire Avenue at Cottage Street Congestion Study - Springfield](#)  
 Route 5 Traffic Signal Coordination Study – Holyoke  
[Granby Road at McKinstry Avenue and Montgomery Street Safety Study – Chicopee](#)  
 Maple Street at Resnic Boulevard Safety Study – Holyoke  
 Dwight Street at Worthington Street Safety Study – Springfield  
[Congestion Management Process Report \(CMP\)](#)  
 Jacob's Ladder Trail II – Transportation Section Update  
[Chicopee Parking Study](#)  
[Telecommuter Survey](#)  
[North Main Street at Wilbraham Street, Sykes Street, and Shearer Street Safety Study – Palmer](#)

[Public Participation Plan for the Pioneer Valley MPO Update](#)  
[Regional Traffic Count Report: 2005 – 2009](#)  
[PVTA Northern/Eastern Region Onboard Bus Rider Survey](#)  
[Regional Bottlenecks Report](#)  
[Route 116 at Route 33 and Lyman Street Safety Study – South Hadley](#)  
[East Street at Winsor Street and Hampden Street Study – Ludlow](#)  
[West Avenue at Fuller Street Study – Ludlow](#)  
 Transportation Chapter – Ludlow Master Plan  
 Manhan Rail Trail User Survey  
[Downtown Ware Signalization Study](#)  
 Longmeadow Local Pavement Management  
 West Springfield Local Pavement Management  
 Greenleaf Community Center Safety Study  
[FFY 2012 Unified Planning Work Program](#)  
 FFY 2011 Transportation Improvement Program Amendments  
 FFY 2012 – 2015 Transportation Improvement Program  
 Project Development Process Primer Video  
 Manhan Rail Trail User Survey Report  
[2012 Update to the Regional Transportation Plan](#)  
 Transit Mystery Rider Reports  
[PVTA Non-Rider Survey](#)  
 Route 10 Build Out Analysis – Easthampton  
 Springfield Crash Data Analysis  
 Cottage Street at Robbins Road Safety Study – Springfield, MA  
 Route 9 (Locust Street) at Hatfield Street Safety Study – Northampton, MA  
 Valley Vision Update  
 Pioneer Valley Trail Map  
 Southampton Local Pavement Management Study  
[FFY 2013 Unified Planning Work Program](#)  
 FFY 2012 Transportation Improvement Program Amendments  
[FFY 2013 – 2016 Transportation Improvement Program](#)  
[Route 9 \(Federal Street\) at Bay Road Safety Study – Belchertown, MA](#)  
[Cottage Street, Robbins Road and Industry Avenue Intersection: Springfield Safety Study](#)  
 PVPC/CRCOG MOU  
 Regional Traffic Count Report: 2007 – 2011  
 Regional Saturation Flow Rate Analysis  
 Paratransit User Survey  
 Mobility Chapter – Southampton Master Plan  
 Pleasant Street Congestion Study – Holyoke, MA  
 Regional Pavement Management Report Update  
[Top 100 High Crash Intersections 2007 - 2009](#)  
 Williamsburg Pedestrian Safety Study  
 I-91 Corridor Planning Study Data Collection  
 PVTA Schedule Changes and Updates  
[Coordinated Public Transit Human Service Transportation Plan](#)  
 PVPC Green Tips  
 Valley Vision ToolBox Update  
 2012 Bike Commute Week  
 Merrick/Memorial Phase 2 Data Collection

## **STUDIES COMPLETED AS PART OF THE FY 2013 UPWP**

Community and Facility Profiles (various)  
Local Technical Assistance Requests (various)  
FFY 2014 Unified Planning Work Program  
FFY 2013 Transportation Improvement Program Amendments  
FFY 2014 – 2017 Transportation Improvement Program  
MassHighway Crash Data Updates  
CMP Report Update  
EJ and Title VI Reports to MassDOT  
CMAQ and Greenhouse Gas Analysis  
Regional Saturation Flow Rate Analysis  
Mystery Rider Reports  
I-91 Corridor Planning Study – Existing Conditions  
PVTA Schedule Changes and Updates  
PVPC Green Tips  
Valley Vision ToolBox Update  
2013 Bike Commute Week  
Merrick/Memorial Phase 2 Existing Conditions  
Brimfield Safety Study  
State of the Pioneer Valley Update  
Southern Service Area Customer Satisfaction Survey  
Pine Street Congestion Study – Florence, MA  
Final Top 100 High Crash Intersections 2007 – 2009



## **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 2014.

### ***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 federal and state requirements as described in the 3C Memorandum of Understanding.

#### **PREVIOUS WORK:**

1. Management of the 3C process using previous Unified Planning 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, studies and programs developed through the 3C public participation process for appropriate MPO action.
3. Coordinate required MPO caucuses to solicit recommendations for local MPO members.
4. Provide technical assistance to the Transportation Policy Advisory Group (i.e. Joint Transportation Committee) and subgroups thereof.
5. Participate in the Transportation Managers Group as a means to continually improve the quality and operation of the transportation planning process.
6. Review and comment on federal and state transportation-related plans, programs, regulations and guidelines.
7. Provide transportation planning services in support of the PVPC's comprehensive planning programs and conduct meetings and workshops on transportation issues.
8. Participate in informational transportation programs and courses. Review literature on new transportation planning procedures.

#### **PRODUCTS:**

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

Source	Budget	Est. Staff Effort
FHWA PL (80%)	\$ 30,000	15 weeks
MassDOT (20% match)	\$ 7,500	4 weeks
FTA S.5303	\$ 15,000	8 weeks
<b>TOTAL</b>	<b>\$52,500</b>	<b>27 weeks</b>

Direct Labor	\$23,995
Indirect Costs	\$28,505

## Task 1.2 Unified Planning Work Program

### OBJECTIVE:

To prepare and maintain a Unified Planning Work Program (UPWP) that describes all anticipated transportation-related planning activities in the PVPC region. The UPWP will include a summary of the estimated funding source(s) for each task and be completed in conformance with applicable federal, state, and regional guidelines.

### PREVIOUS WORK:

1. Pioneer Valley Unified Work Programs 1974 - 2013.

### 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 Pioneer Valley MPO covering the next federal fiscal year. The development of a new UPWP will be prepared in cooperation with the Regional Joint Transportation Committee (JTC) and MPO and subject to the adopted Public Participation Plan.
3. Perform outreach to member communities to identify potential transportation planning activities for inclusion in the UPWP.

### PRODUCTS:

1. Amendments to the current UPWP as necessary.
2. UPWP for the next program year (FFY 2015)

Source	Budget	Est. Staff Effort
FHWA PL (80%)	\$6,000	3 weeks
MassDOT (20% match)	\$1,500	1 week
FTA S.5303	<u>\$1,250</u>	<u>1 week</u>
TOTAL	\$8,750	4 weeks

Direct Labor	\$3,999
Indirect Costs	\$4,751

## Task 1.3 Public Participation Process

### OBJECTIVE:

To engage and inform all residents of the Pioneer Valley region in the transportation planning process in a meaningful and equitable way and convene discussion around relevant transportation issues. Provide transparency to the MPO in the coordination of transportation planning activities with complete information, timely notice, and full access to key decisions and opportunities for early and continuing involvement and to assess the effectiveness of the Public Participation Process.

### PREVIOUS WORK:

1. Project Development Process Video
2. Pioneer Valley Public Participation Process.
3. Use of social media including Twitter, Facebook, and the PVPC webpage.
4. Press releases announcing transportation projects and events
5. Quarterly PVPC newsletter "Regional Reporter"

**PROPOSED ACTIVITIES:**

1. Apply the Public Participation Process to transportation programs and tasks to: prepare for public meetings; attend public meetings; perform outreach to increase public participation; inform and educate residents and employers of the region about transportation legislation and PVPC activities
2. Review the performance measures for the Public Participation Process and make recommendations as necessary.
3. Explore alternative media outlets for reaching the Limited English Proficient (LEP) population in the region.
4. Network with social service agencies, neighborhood groups and community organizations to enhance existing outreach.
5. Incorporate “visioning” approaches to improve public participation and outreach efforts.
6. Coordinate public participation with ongoing Environmental Justice Planning (Task 1.5).
7. Update the transportation section of the PVPC webpage to include information on transportation studies.

**PRODUCTS:**

1. Meeting minutes.
2. Updated community based organization database.
3. Press releases for transportation projects.
4. Web based information distribution.

Source	Budget	Est. Staff Effort
FHWA PL (80%)	\$12,608	8 weeks
MassDOT (20% match)	\$ 3,152	2 weeks
FTA S.5303	\$ 7,500	4 weeks
<b>TOTAL</b>	<b>\$23,260</b>	<b>14 weeks</b>

Direct Labor	\$10,631
Indirect Costs	\$12,629

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

**OBJECTIVE:**

A financially constrained four year listing of transportation projects will be developed, monitored, and updated in accordance with State and Federal requirements. During this process staff will work to ensure the TIP is consistent with the goals and objectives of MAP-21, The Massachusetts, GreenDOT Policy, and the Regional Transportation Plan for the Pioneer Valley. PVPC Staff, with guidance from the Pioneer Valley Metropolitan Planning Organization (MPO) will organize an extensive public outreach program to develop the TIP with the most current project information available. PVPC staff will work with MassDOT and the JTC to review the Transportation Evaluation Criteria (TEC) process and look for areas of improvement.

**PREVIOUS WORK:**

1. Pioneer Valley Transportation Improvement Programs 1974 – 2014
2. Updates to the Transportation Improvement Program Database
3. Annual Transportation Evaluation Criteria (TEC) Forms Update
4. Annual TEC summary sheet to assist in populating the Draft TIP.
5. TIP Project locations mapped using GPS

**PROPOSED ACTIVITIES:**

1. Update and improve PVPC’s database of transportation projects. Data will satisfy the requirements of the Metropolitan Planning Rules.

- The MassDOT “Grants Plus +” system will be used to develop project information as appropriate.
2. Assist Communities with the development of new and existing projects in order to meet MassDOT Design Guide Book and Green DOT Policy requirements.
  3. Assist the JTC in utilizing project evaluation criteria to develop a financially constrained project listing for each program year.
  4. Maintain the financial element for all years of the TIP. Financial constraint will be maintained based on funding targets provided by MassDOT. Funding sources will also be provided when available.
  5. Present air quality conformity findings conducted for the RTP and TIP. Analyses and documentation will satisfy the requirements of the Metropolitan Planning Rules.
  6. Present Greenhouse Gas emissions calculations for projects included on the TIP consistent with the Massachusetts Global Warming Solutions Act.
  7. Conduct appropriate public participation for the TIP consistent with the public participation plan for the region.
  8. Conduct formal amendments and adjustments as necessary.
  9. Provide links on the PVPC web site for communities to access current as well as archived TIP documents and project information.
  10. Collect GPS data for all projects programmed on the TIP for use with GIS based analysis.
  11. Update and clarify TEC sub categories in order to meet MAP – 21 requirements.
  12. Utilize FHWA’s Infrastructure Voluntary Evaluation Sustainability Tool (INVEST) as appropriate to assess the sustainability of projects included as part of the TIP.

**PRODUCTS:**

1. FFY 2015 - 2018 Transportation Improvement Program.
2. TIP Amendments and Adjustments as necessary.
3. Summary report for comments received during public review for amendments made to the TIP.
4. Ranked list of evaluated TIP projects, with corresponding TEC sheets.
5. Map displaying the 4 years of programmed projects.
6. TIP webpage providing all pertinent project information.
7. Updated TEC Forms.

Source	Budget	Est. Staff Effort
FHWA PL (80%)	\$45,000	22 weeks
MassDOT (20% match)	\$11,250	6 weeks
FTA S.5303	\$12,500	6 weeks
<b>TOTAL</b>	<b>\$68,750</b>	<b>34 weeks</b>

Direct Labor	\$31,421
Indirect Costs	\$37,329

**Task 1.5 Title VI and Environmental Justice**

**OBJECTIVE:**

To engage and involve representatives of minority, low-income, foreign born, and Limited English Proficient populations in the transportation planning process. Tasks outlined in this section will assist PVPC in identifying Title VI responsibilities and addressing environmental justice and social equity issues as part of its transportation planning process. These tasks address the goals of the RTP, Limited English Proficiency Plan, Environmental Justice plan and Disadvantaged Business Enterprise plan to enhance the existing public participation process,

better identify protected populations, engage low income and minority populations, and develop measures of effectiveness to evaluate transportation deficiencies, benefits, and burdens. Under this task, staff will continue to improve its public participation and planning process to ensure that it is conducted in accordance with Title VI of the Civil Right Act of 1964, the revised FHWA/FTA guidance on Limited English Proficiency (LEP), and new requirements of Executive Order 12898 (Environmental Justice) to give full and fair consideration to all residents in the region.

#### **PREVIOUS WORK:**

1. Updated PVPC Title VI plan to TEAM.
2. Worked with UMass Amherst redefine and update low income and minority EJ definitions in the Pioneer Valley.
3. Develop bilingual public notices for the Transportation Improvement Plan and the Regional Transportation Plan. Explored options for reaching Spanish speaking residents through “alternative” local newspapers.
4. Coordinated with the PVTA, City of Springfield, and social service organizations to sponsor a “learn about transit” event.
5. Expanded public participation efforts related to the RTP and TIP to target key minority population groups in the region. Coordinate ongoing Environmental Justice Planning into the regional public participation process (Task 1.3).
6. Evaluated the distribution of transportation investments in the Pioneer Valley region.
7. Participated in statewide Title VI networking sessions with the MassDOT Title VI Specialist and other RPAs.
8. Developed bi-lingual survey forms for transit surveys.
9. Coordination with Baystate Health Systems, Springfield Health Coalition, Live Well Springfield, the Rails to Trails Conservancy, and the Springfield Planning Department to create an ongoing Built Environment Task Force to examine transportation barriers in Springfield neighborhoods.

#### **PROPOSED ACTIVITIES:**

1. Work closely with the MassDOT Title VI Specialist to assess jurisdictional responsibilities for any potential complaints and maintain an open dialog.
2. Provide the MassDOT Title VI Specialist with an annual update of documented complaints, Title VI related activities, and progress in implementing Title VI programs.
3. Conduct analysis of demographic data including GIS layers of minority populations, languages that meet the 5% threshold in their area, Limited English Proficient populations, Environmental Justice, gender, age, and disability against the location of the projects in the region. This mapping tool (GIS) will be used as a reference during decision making and/or prioritization.
4. Complete a Four Factor analysis and use the results to formulate a Language Access Plan as required under Executive Order 13166.
5. Sign Certification and Assurances as put out by FTA/FHWA. Include Title VI language (as referenced by FHWA) into contracts with third party consultants advising entities of Title VI obligations.
6. Distribute Notice of Beneficiaries to community organizations and relevant contacts as identified in the Public Participation Plan
7. Ensure that Title VI protected classes are considered during the project selection process in preparation of the TIP. This effort will

include an amendment to future scoring criterion to include Title VI in addition to Environmental Justice.

8. Enhance training opportunities for staff regarding federal revisions to Title VI, LEP and EJ.
9. Work with MassDOT, Massachusetts RPAs, and local partners to identify best practices to improve LEP and Environmental Justice outreach and planning.
10. Continue to seek out stake holders and meet with regional organizations and groups that work with the Environmental Justice Community to facilitate and coordinate participation in the regional transportation planning process. These efforts may include presentations at regularly scheduled meetings.
11. Continue to incorporate “visioning techniques” in new projects and planning tasks that will better engage low income and minority populations.
12. Develop bilingual surveys for PVRTA and bilingual public notices for the Transportation Improvement Plan and the Unified Planning Work Program to provide increased opportunities for under-served populations to be represented in the public participation process.
13. Continue to 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.
14. Review Measures of Effectiveness (MOEs) regarding the implementation of Title VI.

**PRODUCTS:**

1. Annual reporting to MassDOT on EJ, Title VI and LEP.
2. Ongoing coordination of the Springfield Partners for Healthier Communities Built Environment Task Force.
3. Title VI training for staff as appropriate.
4. Revisions and updates to the PVPC Disadvantaged Business Enterprise program.
5. Revised public notice on documents and notices to conform to new MassDOT requirements.

Source	Budget	Est. Staff Effort
FHWA PL (80%)	\$35,000	17 weeks
MassDOT (20% match)	\$ 8,750	4 weeks
FTA S.5303	\$ 9,375	5 weeks
TOTAL	\$53,125	26 weeks

Direct Labor	\$24,280
Indirect Costs	\$28,845

## 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 support MassDOT, the PVPC's 43 member communities, and planning tasks included in the FY2014 UPWP.

#### PREVIOUS WORK:

1. Regional Traffic Counting Program 1985 - 2013.
2. Data collection and analysis as part of Highway Performance Monitoring System (HPMS).
3. Regional Traffic Counts, 2007 – 2011.

#### PROPOSED ACTIVITIES:

1. Collect 48 hour Automatic Traffic Recorder (ATR) count data and GPS coordinates to assist in mapping at locations requested by MassDOT.
2. Collect 48 hour and/or week long ATR count data for member communities on an "as requested" basis.
3. Collect HPMS data and perform analysis, as requested by MassDOT.
4. Collect Turning Movement Count (TMC) data as requested by MassDOT and member communities.
5. Upload all ATR count data into the MassDOT MS2 website.
6. Collect daily and peak hour traffic count data for other UPWP tasks including the Regional Transportation Model, Local Technical Assistance, the Regional Pavement Management System, and the Regional Congestion Management Process.
7. Update and maintain the PVPC traffic count database.
8. Collect bicycle and pedestrian volumes at pre-determined locations.
9. Update the PVPC's Regional Traffic Count summary report to include ATR counts for the most recent 5 year period.

#### PRODUCTS:

1. Summary reports of daily traffic count information for the region.
2. Regional traffic count summary report 2009-2013.
3. PVPC web page Average Daily Traffic counts by community.

Source	Budget	Est. Staff Effort
FHWA PL (80%)	\$30,000	17 weeks
MassDOT (20% match)	\$ 7,500	4 weeks
TOTAL	\$37,500	21 weeks

Direct Labor	\$17,139
Indirect Costs	\$20,361

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

### **OBJECTIVE:**

Develop and maintain a baseline travel demand model to estimate future travel demand, calculate vehicles miles traveled, and forecast long range transportation needs. To provide the regional component to the statewide travel demand model for air quality conformity determination analysis. Support local and regional sustainability and livability initiatives through analysis of corridors and projects in terms of circulation impacts and Green House Gas emission reductions. To address the transportation sector's impact on air pollution and climate change both on the local and regional levels by estimating travel demand and the impact of potential mitigation strategies.

### **PREVIOUS WORK:**

1. Development of the PVPC regional travel demand model.
2. Update of the TransCAD roadway network for the PVPC Regional Transportation Model calibration of 1997 base roadway inventory file.
3. Evaluation of the current Roadway Inventory file in comparison to the revised regional roadway network.
4. Update of the Census 2010 Data and geography.
5. Data support to Connecticut Department of Transportation (ConnDOT), Capital Region Council of Governments (CRCOG), and other neighboring regions.
6. Air quality conformity determinations for the RTP and TIP.
7. Analysis of activity center destinations along select bus routes based on transit rider count data.

### **PROPOSED ACTIVITIES:**

1. Continue development and refinement of the 2010 base model for the PVPC region. Perform calibration as appropriate. Create new model macros for current and future years.
2. Create a geocoded database for traffic count locations. This includes new Average Daily Traffic data at community lines and external stations gathered from in-house traffic counts as well as from surrounding planning agencies.
3. Obtain up to date information on non-exempt regional projects for inclusion in the statewide model from the Office of Transportation Planning (ongoing).
4. Perform air quality conformity determinations for TIP projects to be funded under the Congestion Mitigation and Air Quality (CMAQ) program and for potential projects applying for funding under the Transportation Demand Management (TDM) program (ongoing).
5. Perform Greenhouse Gas emissions calculations for projects included on the TIP consistent with the Massachusetts Global Warming Solutions Act (ongoing).
6. Provide supporting data from the regional travel model to communities and MassDOT upon request (ongoing).
7. Utilize the regional travel model to assist in the development of future build out estimates of transportation planning activities (ongoing).
8. Estimate effects of transportation improvement projects on communities by activating local roadway links within the regional model (as needed).
9. Incorporate intermodal analysis into the alternatives analysis in modeling the Interstate I-91 highway project in Springfield.



10. Identify available GIS data and imagery sources for Highway Exit Numbers. Create a geocoded layer for use in labeling the highway network's exit ramps to be used in visual analysis of our regional roadway network. Take GPS readings of actual exit ramp locations when possible and digitize the remainder of exit locations from map markups corresponding to actual ground signage.

**PRODUCTS:**

1. Update and maintenance of the regional travel demand model.
2. Air quality conformity and greenhouse gas analysis in support of the TIP.
3. Comments on proposed federal and state regulations.
4. Maps for graphical representation of existing model structure.
5. Transportation build out analysis for TIP projects as needed.
6. Highway Exit ramp labeling layer.

Source	Budget	Est. Staff Effort
FHWA PL (80%)	\$48,000	24 weeks
MassDOT (20% match)	\$12,000	6 weeks
FTA S. 5303	<u>\$ 5,625</u>	<u>2 weeks</u>
TOTAL	\$65,625	32 weeks

Direct Labor	\$29,993
Indirect Costs	\$35,632

**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 transit system map, preparation of individual maps and schedules, regional transit service analysis, 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 Pioneer Valley regional projects, including: road centerlines, road names, updated municipal zoning, land use, parcel, and critical public infrastructure data.
3. Developed, enhanced, and maintained several spatial data layers to support transportation-related projects, including: functional classification of roads, traffic count locations, congestion management, parking facilities, signalization, pavement conditions, regional bicycle and pedestrian infrastructure, ADA transit service area, areas of regional growth, etc.
4. Provided GIS mapping and graphic support to numerous transportation and transit-related projects and studies.
5. Continued to support and participate in the statewide GIS Advisory Committee, Western Massachusetts GIS User group, and direct assistance to Pioneer Valley communities.

## **PROPOSED ACTIVITIES:**

1. Continue to develop and implement management strategies, which address staff training, establish agency data standards and data collection protocol, 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 & smart growth planning activities, emergency response, critical infrastructure assessment, public works and pavement management, and transportation system planning.
3. Integrate information generated to support transit and transportation management systems into the GIS. Create maps and graphics to promote understanding of related issues.
4. Continue to create and update digital municipal spatial data on a phased basis using aerial photography, digital orthophoto quads, municipal sources, field survey, and liaison with officials.
5. Work with state and federal agencies to review, correct and enhance regional GIS map coverages and related data to meet state and federal standards and support development to Homeland Security and pre-disaster mitigation spatial data for western Massachusetts.
6. Work with PVPC staff to assimilate state and federal data and data structure (i.e., road centerline/road inventory) into the Commission's database and analytic modeling programs.
7. Upgrade the GIS system and provide enhancements to the PVPC office network and web capacity to improve access and use of GIS data/analysis and map products.
8. Strengthen role as 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 and employing 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, and distribution of information over the worldwide web, and educational multi-media presentations.

## **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, update and maintain the GIS website.
5. Design and publish a series of maps and reports focusing on transportation planning issues, regional smart growth strategies, recently released socio-economic data, and PVPC conducted field surveys.
6. Development of regional spatial data to support federal and state initiatives (i.e., Massachusetts spatial data infrastructure, preparations to 2010 U.S. Census, homeland security and disaster planning).
7. Update centerline/road inventory and functionally classified roads, as necessary.

Source	Budget	Est. Staff Effort
FHWA PL (80%)	\$50,400	25 weeks
MassDOT (20% match)	\$12,600	6 weeks
FTA S. 5303	\$ 8,750	4 weeks
PVTA S. 5307	\$15,000	8 weeks
TOTAL	\$86,750	43 weeks

Direct Labor	\$39,648
Indirect Costs	\$47,102

## **Task 2.4 Information Center**

### **OBJECTIVE:**

Serve as a resource to regional transportation, economic development, land use, and municipal planning workers and officials for regional data and information. To continuously maintain this resource and its associated electronic infrastructure as well as gather, develop, and analyze data about the Pioneer Valley region. A focus will be placed on analyzing and summarizing data from multiple sources to produce value-added information in support of transportation planning activities. The Information Center produces high quality written and graphic information and research products that are easily accessible and understandable to the public.

### **PREVIOUS WORK:**

1. Updated population, household, and employment estimates and projections which comply with the new 2010 Census.
2. Published data monograph summarizing the major shifts in population in the Pioneer Valley region based on 2010 Census data.
3. Continued maintenance and updating of a municipal indicators database for every city and town in the Pioneer Valley and updated through January 2012 data.
4. Assisted with analysis of employment centers for regional TOD analysis.
5. Continued participation in the development of updated definitions of Environmental Justice populations and definitions for the Pioneer Valley Region.
6. State of the Region/People – 2013 Update.
7. Analyzed labor market for proposed regional passenger rail project.
8. Conducted detailed fiscal and ridership analyses for the PVTA.
9. 2008 Major Employers Inventory for the Pioneer Valley Region.
10. Regional economic development strategy that for a green regional economy and expanded regional transportation system.
11. Data Digests on 2010 decennial census data highlighting geographic shifts in population and housing 2000-2010.
12. Developed an internal data web portal to assist in the upgrade of the regional database.

### **PROPOSED ACTIVITIES:**

1. Analyze data relevant to contemporary transportation, economic development, land use, and municipal planning issues. Perform detailed analysis of the most recent Decennial Census, American Community Survey (ACS) and Economic Census. This is an ongoing, annual task.
2. Disseminate information to decision-makers and other data users. The primary focus of this activity will be the ongoing dissemination of American Community Survey data, Economic Census data, Census population estimates, municipal finance data, current economic

- indicators, and labor market information that will assist in positive transportation planning and decision making. This year, the major focus will continue to include improving the simplicity of access to this information through the website as well as improving the timeliness of the information available. This is an ongoing, annual task.
3. Provide research and socio-economic services to municipalities and other external stakeholders as requested. This is an ongoing, annual task.
  4. Track regional socio-economic and transportation related indicators, for incorporation into the annual update of the PVPC State of the Region data reported through the PVPC website and community and regional profiles. This is an ongoing, annual task.
  5. Continue to provide updated data and analysis to keep the Pioneer Valley region's new Environmental Justice definitions current and accurate and assist with integration of new definitions and data into ongoing regional transportation planning efforts. Ensure that all areas of regional planning incorporate this same definition in reports and analysis.
  6. Maintain and update the Information Center's information system that integrates demographic, economic, and municipal data. This is an ongoing, annual task.
  7. Assist the Plan for Progress Trustees with transportation related initiatives to encourage regional economic development. This is an ongoing, annual task.
  8. Continue to support efforts to update the regional transportation model with the latest population and employment data and estimates for future analysis years. This is an ongoing, annual task.
  9. Update and analyze region wide data indicators on the State of the Pioneer Valley website to measure progress and needs of the region in the areas of transportation, economic development, and health. This year will focus on exploring new web technologies to make this website and the data included more accessible and appealing as well as more efficient to maintain. This is an ongoing, annual task.
  10. Continue working on future planning by staying current with potential data options and structure of future regional transportation indicators.

#### **PRODUCTS:**

1. Analytical and research reports on region's traffic, demographic, housing, and economic trends.
2. Maintain information systems of socio-economic and disparate data.
3. Update data on the Information Center website and work on upgrade of website to make data more easily usable and accessible to decision makers and the public with more efficient use of staff time.
4. Update region wide data indicators on State of the Pioneer Valley website. This update may include the upgrade of the website to more updated technology that will automate some of the updating in the future.
5. Continue to update format and structure of data dissemination through PVPC website to allow for more clear, easy, and up to date access to data by all relevant parties including government agencies, planners, businesses, non-profit organizations, and the general public.

Source	Budget	Est. Staff Effort
FHWA PL (80%)	\$40,000	20 weeks
MassDOT (20% match)	10,000	5 weeks
FTA S. 5303	\$ 1,250	1 week
<b>TOTAL</b>	<b>\$51,250</b>	<b>26 weeks</b>

Direct Labor	\$23,423
Indirect Costs	\$27,827

### **Task 2.5 Regional Congestion Management Process (CMP) - Data Collection**

#### **OBJECTIVE:**

Identify data to collect and integrate into the existing Regional Congestion Management Process. PVPC staff will look at ways to improve performance measures used as the basis for the CMP in order to assist in the analysis of potential congested corridors and monitor the effectiveness of the region's operational management strategies. Data will be collected for year 1 of a 4 year cycle.

#### **PREVIOUS WORK:**

1. Analysis of data to support Top Regional Bottleneck Report
2. Development of the PVPC CMP database.
3. Travel time data runs to verify congested areas and document the effectiveness of recently completed transportation improvement projects.
4. Regional Park and Ride Lot data collection.
5. Analysis of PVTA user surveys to identify the number of daily riders per CMP corridor.
6. Analysis of number of crashes per mile for each CMP corridor.
7. Analysis of deficient bridges per CMP corridor.

#### **PROPOSED ACTIVITIES:**

1. Collect data for CMP problem verification, studies, regional model calibration, and transportation monitoring.
2. Collect transit travel time, delay, percentage of riders making transfers, and other appropriate performance measure data to assist in the identification of congested corridors.
3. Collect data at existing park and ride facilities in the region.
4. Update Regional Travel Time Contours as appropriate.
5. Identify data sharing opportunities with the Regional Transportation Information Center (RTIC).
6. Review performance measures and identify data sources to include in the CMP
7. Begin collecting Greenhouse Gas (GHG) samples for all corridors identified as having severe congestion

#### **PRODUCTS:**

1. Updated Pioneer Valley CMP Database.
2. Updated regional performance measures.
3. Update CMP Corridors based on data.

Source	Budget	Est. Staff Effort
FHWA PL (80%)	\$11,000	6 weeks
MassDOT (20% match)	\$ 2,750	2 weeks
<b>TOTAL</b>	<b>\$13,750</b>	<b>8 weeks</b>

Direct Labor	\$6,284
Indirect Costs	\$7,466

## **Task 2.6 Regional Pavement Management System - Data Collection**

### **OBJECTIVE:**

Develop and maintain an updated pavement distress database for the Pioneer Valley Regional Pavement Management System (RPMS) on all federal aid eligible roadways. This is an ongoing task.

### **PREVIOUS WORK:**

1. Development of PVPC regional PMS database.
2. Collection of roadway pavement distress data and Roadway condition information for all federal aid eligible roadways in the PVPC region.
3. Development of Roadway Overall Condition Index (OCI) to assist in the evaluation and prioritization of proposed transportation improvement projects.

### **PROPOSED ACTIVITIES:**

1. Collect roadway pavement distress data including but not limited to, rutting, various cracking, distortion, and conditions that adversely impact surface friction such as asphalt bleeding and polished aggregate.
2. Collect and verify additional roadway information such as posted speed, shoulder width, functional class, curb reveal, area zoning, and special route designations.
3. Collect roadway pavement distress and condition information for proposed transportation improvement projects in the region to continue to assist in the regional project evaluation process.
4. Continue to Work towards collecting existing sidewalk surface condition information for selected/interested communities in the region.
5. Utilize the agency's newly acquired Sidewalk Management System software to collect and analyze sidewalk distress data as part of a pilot program.
6. Assist the interested Regional Planning Agencies with information regarding the advancement of their Pavement Management program including data collection and software acquisition.
7. Continue to maintain and update the MassDOT Roadway Inventory database for the Pioneer Valley Region.
8. Continue to conduct quality control checks of pavement inventory and condition data.
9. Submit findings to MassDOT on a regular basis as requested.
10. Participate in the Massachusetts Pavement Management User Group.

### **PRODUCTS:**

1. Pioneer Valley regional PMS Database.
2. Region existing Overall Condition Index (OCI) Maps.
3. Community existing OCI Maps.

Source	Budget	Est. Staff Effort
FHWA PL (80%)	\$25,000	13 weeks
MassDOT (20% match)	\$ 6,250	4 weeks
TOTAL	\$31,250	17 weeks

Direct Labor	\$14,282
Indirect Costs	\$16,968

### **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 Performance Measures***

**OBJECTIVE:**

Perform research and outreach to identify performance measures for the Pioneer Valley Region consistent with the goals of MAP-21, the Massachusetts GreenDOT Policy, and the Pioneer Valley Regional Transportation Plan.

**PREVIOUS WORK:**

1. Regional Congestion Management Process
2. Regional Pavement Management Process

**PROPOSED ACTIVITIES:**

1. Conduct research to identify the type of performance measures used in the United States and their applicability to the Pioneer Valley. Review the MAP-21 legislation and Final Planning Rules to identify the new requirements on the use of performance measures in the metropolitan planning process.
2. Work with MassDOT to identify the necessary performance measures to document the effectiveness of transportation improvements in the Pioneer Valley.
3. Identify and evaluate potential performance measures for the Pioneer Valley. Consult with MassDOT, the JTC, and MPO to adopt regional performance measures as appropriate.
4. Develop a methodology to periodically evaluate regional performance measures and integrate performance measures into the planning process.

**PRODUCTS:**

1. Regional Performance Measures for the Pioneer Valley

Source	Budget	Est. Staff Effort
FHWA PL (80%)	\$ 14,000	7 weeks
MassDOT (20% match)	\$ 3,500	3 weeks
TOTAL	\$ 17,500	10 weeks

Direct Labor	\$ 7,998
Indirect Costs	\$ 9,502

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

**OBJECTIVE:**

Continue to monitor PVTA's fixed route and paratransit service through the use of Mystery Riders. Continue to monitor the On-time performance of PVTA's fixed route service through the use of on-site observations and Mystery Riders. Conduct surveys of existing and potential transit customers as requested by PVTA. Provide PVTA with assistance with the implementation activities associated with any service changes from the Comprehensive Service Analysis.

**PREVIOUS WORK:**

1. PVTA onboard Mystery Rider fixed route field observations (reports submitted quarterly).
2. PVTA onboard Mystery Rider paratransit van rider field observations (reports submitted quarterly).
3. PVTA onboard K9 Mystery Rider field observations (reports submitted quarterly).
4. PVTA On-time performance monitoring, (reports submitted quarterly).
5. PVTA "Town Transit Needs" survey for Ware MA.
6. Identification of low ridership and overcrowded trips and related surveying activities for service changes implemented in September of 2012.

**PROPOSED ACTIVITIES:**

1. Collection and analysis of relevant customer and regional demographic information.
2. Mystery rider fixed route observations.
3. Mystery rider paratransit observations.
4. Mystery rider K9 fixed route observations.
5. Coordinate effort with PVTA to update and revise Mystery Rider surveys.
6. On time performance field observations.
7. Perform "Town Transit Needs" surveys as requested.
8. Perform route specific surveys for PVTA as requested.
9. Develop long-term strategy or process to update Route Profiles created through the Comprehensive Service Analysis.
10. Ware Shuttle/Paratransit Analysis.
11. Palmer Shuttle/Paratransit Analysis.

**PRODUCTS:**

1. Mystery Rider fixed route, paratransit, and K9 quarterly reports
2. On-time performance quarterly report.
3. Other individual route survey results, technical analysis and recommendations as requested.
4. Ware Shuttle report and recommendations.
5. Survey and data analysis for Palmer Shuttle.

Source	Budget	Est. Staff Effort
FTA S. 5303	\$ 62,500	31 weeks
PVTA S. 5307	\$ 81,250	41 weeks
TOTAL	\$143,750	72 weeks

Direct Labor	\$65,699
Indirect Costs	\$78,051



### **Task 3.3 Interstate Route I-91 Corridor Planning Assistance**

#### **OBJECTIVE:**

The I-91 Viaduct in Springfield, MA is in poor condition and requires replacement. MassDOT has two separate studies underway to assist in the development of a new design for this elevated highway. The first option will review the cost to replace the viaduct in its current configuration. A second study will develop a series of transportation improvement alternatives for the I-91 corridor. PVPC recently completed an existing conditions report for I-91 from Exit 1 – 5. This task will provide data collection and technical assistance to support the MassDOT studies and advance a feasible improvement alternative for the I-91 corridor.

#### **PREVIOUS WORK**

1. Conceptual Design Study for I-91 (July 1998)
2. Connecticut River Crossing Study
3. I-91 Corridor Study Existing Conditions Report.

#### **PROPOSED ACTIVITIES:**

1. Develop an I-91 Corridor Coalition for the purpose of coordinating the many multimodal projects proposed within the I-91 corridor. Work with MassDOT, FRCOG, ConnDOT, CRCOG, AMTRAK, bordering communities, and representatives from the railroad industry to develop the I-91 coalition and coordinate the status of ongoing activities along the corridor. Coordinate efforts with the I-95 Corridor Coalition as appropriate.
2. Assist MassDOT in the project public participation process to obtain feedback and guidance from project stakeholders.
3. Perform data collection and analysis to support the I-91 improvement project as requested by MassDOT.
4. Assist in the evaluation of existing ITS devices (Variable Message Signs and Closed Circuit Television Cameras) to enhance traffic flow and safety along the I-91 corridor.
5. Review and comment on products from both MassDOT studies as appropriate.

#### **PRODUCTS:**

1. Data collection and analysis
2. Alternatives analysis of options for the I-91 corridor as appropriate.
3. Technical reports and analysis as requested by MassDOT.
4. I-91 Corridor Coalition.

Source	Budget	Est. Staff Effort
FHWA PL (80%)	\$35,000	17 weeks
MassDOT (20% match)	\$ 8,750	8 weeks
TOTAL	\$43,750	25 weeks

Direct Labor	\$19,995
Indirect Costs	\$23,755

### **Task 3.4 Regional Freight Planning**

**OBJECTIVE:**

Work with appropriate public and private partners including CSX, NECR, Pan Am and Pioneer Valley Railroad to ensure freight planning is coordinated with passenger rail service in the region. Improvements to the system performance increase the opportunities to move freight and interregional passengers more efficiently and effectively. Freight modes covered under this task include rail, truck, 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
3. Palmer Redevelopment Authority Track Capacity Improvements.
4. Pioneer Valley RR TIGER submission for track improvements.

**PROPOSED ACTIVITIES:**

1. Coordinate and cooperate with affected constituencies, both decision makers and stakeholders, from the public and private sectors to improve conditions for movement of freight in and out of the region. Ongoing task.
2. Work with MassDOT and Pan Am officials to assure that passenger rail service on the Conn River line will not adversely impact freight rail traffic.
3. Continue working with MassDOT, West Springfield officials and CSX representatives on the redevelopment of the CSX yard with proposed access via the Union Street Bridge and a new truck access road.
4. Participate in FHWA web conferences, and other related workshops and conferences concerning freight movement. As needed.
5. Technical support to local communities to advance improvements to existing railway infrastructure.
6. Work with MassDOT to identify any adverse impacts to freight movement resulting from the proposed Inland Route for passenger rail service.
7. Continue to work with the Capital Region Council of Governments (CRCOG) and the Vermont Agency of Transportation (VTRANS) to address regional freight issues and improve the movement of goods between Hartford and Springfield as well as northern core cities.
8. Work with member communities and regional freight providers to develop a regional freight plan to identify existing obstacles for freight and develop recommendations to improve freight mobility.

**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. Regional Freight Plan

Source	Budget	Est. Staff Effort
FHWA PL (80%)	\$12,000	6 weeks
MassDOT (20% match)	\$ 3,000	2 weeks
TOTAL	\$15,000	8 weeks

Direct Labor	\$6,856
Indirect Costs	\$8,144

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

**OBJECTIVE:**

Under this task PVPC staff will work to implement both real-time and historic data into the regional Congestion Management Process. This data will be used to identify congestion trends across all modes of transportation. The goal of the CMP is too enhance the efficiency and safety of the regional transportation network in the Pioneer Valley in compliance with the Federal Highway Administration’s congestion management process guidelines. Integrate Greenhouse Gas (GHG) data collection and analysis into the CMP. Correlate GHG samples with corridor and bottleneck congestion. The CMP will further promote effective congestion management strategies for the region that advocate multimodal transportation use and adopt the principles of livability and sustainability to reduce congestion and green house gas emissions.

**PREVIOUS WORK:**

1. Page Boulevard at Goodwin Street Congestion Study – Springfield
2. Downtown Signal Coordination Study – Ware
3. Berkshire Avenue and Cottage Street Congestion Study
4. Ludlow Master Plan Transportation Component
5. 2010 CMP Report
6. Regional Bottlenecks Report
7. Holyoke Congestion Study Report

**PROPOSED ACTIVITIES:**

1. Continue to work with the City of Northampton to complete a study on congestion associated with the Pine Street corridor in the village of Florence.
2. Work on updating the regional CMP performance measures according to the FHWA guidelines.
3. Coordinate data with the Regional Transportation Information Center (RTIC) to initiate a mutual information exchange and data sharing policy.
4. Continue to coordinate with PVTa the analysis of information from the Automated Vehicle Location (AVL) system. Continue to develop and modify methodology to collect and utilize this data to further integrate transit into the CMP.
5. Advance new strategies to encourage public participation in the CMP process.
6. Update CMP corridor rankings using new data.
7. Update CMP Bottleneck report based on new CMP corridor rankings
8. Develop strategies for collecting local Greenhouse Gas (GHG) emissions
9. Develop strategies for collecting on road GHG emissions

**PRODUCTS:**

1. Complete Pine Street Congestion Study.
2. CMP Corridor ranking update.
3. CMP Report Update.
4. CMP Bottleneck update.

Source	Budget	Est. Staff Effort
FHWA PL (80%)	\$ 82,179	41 weeks
MassDOT (20% match)	\$ 20,545	10 weeks
FTA S. 5303	\$ 10,000	5 weeks
<b>TOTAL</b>	<b>\$112,724</b>	<b>56 weeks</b>

Direct Labor	\$51,519
Indirect Costs	\$61,205

### **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. This is an ongoing task.

**PREVIOUS WORK:**

1. Regional PMS report for the Pioneer Valley Region.
2. Regional roadway improvement backlog included in the Regional Transportation Plan update.
3. Community roadway improvement backlog.

**PROPOSED ACTIVITIES:**

1. Assist interested RPAs, the Joint Transportation Committee (JTC), and member communities in a demonstration of CarteGraph as the adopted Sidewalk Management System software for the PVPC and the region.
2. Analysis of the newly collected pavement distress data for region's federal-aid roadways in order to calculate OCI ratings, benefit/cost ratio listings, and develop a backlog of recommended improvement projects.
3. Analysis of existing sidewalk segment conditions in selected communities and as part of a pilot program.
4. Assist in the prioritization of pavement projects included as part of the Pioneer Valley TIP.
5. Provide member communities with pavement distress data analysis as appropriate.

**PRODUCTS:**

1. Pavement OCI maps on each community's surveyed federal aid eligible roadways.
2. Sidewalk condition work maps.
3. Community roadway improvement backlog.

Source	Budget	Est. Staff Effort
FHWA PL (80%)	\$34,000	17 weeks
MassDOT (20% match)	\$ 8,500	4 weeks
<b>TOTAL</b>	<b>\$42,500</b>	<b>21 weeks</b>

Direct Labor	\$19,424
Indirect Costs	\$23,076

### **Task 3.7 Route 9 Safety and Livability Study**

**OBJECTIVE:**

Improve multi-modal traffic safety along the Route 9 corridor in the City of Northampton from New South Street to Hawley Street. The section of the Route 9 corridor currently ranks number 4 on the list of Top 25 High Crash segments in the Pioneer Valley. Downtown Northampton also is listed as a high crash cluster for bicycles and pedestrians in Massachusetts. This study will review safety and develop recommendations to reduce crashes and improve livability in downtown Northampton.

**PREVIOUS WORK:**

1. Northampton Transportation Plan.
2. Top 100 High Crash Intersections in the Pioneer Valley 2007 – 2009.
3. Route 5 at Conz Street Safety Study.

**PROPOSED ACTIVITIES:**

1. Review the recommendations from recently completed studies for the City of Northampton. Summarize data and recommendations from the Main and King Streets Transportation Design Charette, Main Street/Pleasant Street/King Street design improvement project, and the Main Street/State Street/New South Street design improvement project.
2. Collect daily traffic volumes, peak hour traffic volumes, vehicle travel speed data, pedestrian and bicycle volume data along the corridor as appropriate.
3. Work with the Northampton Police Department to review the most recent 3 year history of crash reports to summarize trends and develop collision diagrams for high crash locations along the corridor.
4. Collect geometric data along the corridor to identify the location of existing on-street parking, roadway width, pedestrian crossings, sidewalk width, and bus stops.
5. Work with the Northampton Parking and Safety Committee to develop a public participation process for the study.
6. Develop an existing conditions analysis of vehicle, bicycle, and pedestrian flow through the study. Work with the City to assess the new over-height vehicle detection system and its effectiveness on detouring trucks around the railroad underpass.
7. Work with the City to develop a series of recommendations to improve multi-modal safety in the downtown area.

**PRODUCTS:**

1. Draft Report.
2. Final Report.

Source	Budget	Est. Staff Effort
FHWA PL (80%)	\$32,000	16 weeks
MassDOT (20% match)	\$ 8,000	4 weeks
TOTAL	\$40,000	20 weeks

Direct Labor	\$18,282
Indirect Costs	\$21,718

**Task 3.8 Regional Safety and Planning Studies**

**OBJECTIVE:**

Work in cooperation with Pioneer Valley member communities and JTC representatives to identify locations in the region with transportation safety issues based on the updated top high crash locations report. Provide assistance to member communities by conducting advance safety planning studies at these locations.

**PREVIOUS WORK:**

1. Top 100 High Crash Intersections 2007 - 2009.
2. Federal Street and Bay Road Intersection Safety Study - Belchertown
3. Cottage Street and Robbins Road Intersection Safety Study - Springfield
4. Locust Street and Hatfield Street Intersection Safety Study - Northampton
5. Maple and High Streets Traffic Flow Study - Holyoke.

**PROPOSED ACTIVITIES:**

1. To advance safety planning efforts and work towards achieving Strategic Highway Safety Plan objectives for the region.
2. Develop safety performance measures for the Pioneer Valley Region in cooperation with MassDOT, the JTC, and MPO.
3. Cooperate with MassDOT and other member communities in utilizing the guidelines from the Transportation Planner’s Safety Desk Reference and MassDOT’s Safety Toolbox to improve transportation and safety conditions in the region.
4. Perform transportation safety studies at location/s identified with the help of member communities and JTC representatives.
5. Assist member communities in reviewing crash data to determine the potential eligibility of transportation improvement projects for Highway Safety Improvement Program funding.
6. Participate along with MassDOT and other local agencies in Roadway Safety Audits.
7. Participate as part of the Strategic Highway Safety Plan Steering Committee. Ongoing task.
8. Perform the necessary data collection and analysis to complete a traffic signal warrant analysis at the intersection of Route 202 and Amherst in the Town of Granby as recommended by a recent roadway safety audit.
9. Conduct an assessment of vehicle, pedestrian, and bicycle safety in the Depot Street/Sheep Pasture Road/Powder Mill Road area of the Town of Southwick. Specifically:
  - a) Review the operational and safety characteristics of the intersections of Depot Street with Sheep Pasture Road and Depot Street with Powder Mill Road and South Longyard Road.
  - b) Review the operational and safety characteristics between the Southwick town center and Powder Mill Road including the Southwick Rail Trail crossing, and access to the elementary, middle, and high school campuses.
  - c) Inventory the location of existing sidewalks in the study area and develop recommendations to improve pedestrian and bicycle access to surrounding recreational uses.
  - d) Develop a series of recommendations to improve access, connectivity, and safety for all modes of travel.
10. Perform safety, traffic calming and truck exclusion route studies as requested by member communities. As necessary.

**PRODUCTS:**

1. Route 202 at Amherst Street Signal Warrant Analysis – Granby, MA.
2. Southwick Safety Study - Depot Street/Sheep Pasture Road/Powder Mill Road
3. Other safety reports and data as appropriate.

Source	Budget	Est. Staff Effort
FHWA PL (80%)	\$ 95,000	47 weeks
MassDOT (20% match)	\$ 23,750	12 weeks
FTA S. 5303	\$ 6,250	3 weeks
<b>TOTAL</b>	<b>\$125,000</b>	<b>62 weeks</b>

Direct Labor	\$57,130
Indirect Costs	\$67,870

### **Task 3.9 Intelligent Transportation Systems (ITS) and Regional Evacuation Planning**

**OBJECTIVE:**

Promote and advance the implementation of the Western Massachusetts Regional ITS Architecture. Assist in ongoing regional evacuation planning efforts to enhance regional transportation security.

**PREVIOUS WORK**

1. Massachusetts Strategic ITS Planning and Coordination Committee
2. I-91 Corridor ITS Steering Committee.
3. PVTA ITS System Architecture and Deployment Plan.
4. RTIC Steering Committee.
5. Springfield Flood Evacuation Study.
6. Western Massachusetts Regional Homeland Security Advisory Committee.

**PROPOSED ACTIVITIES:**

1. Work with communities to incorporate the FHWA ITS National Architecture into future improvement projects. Ongoing task.
2. Serve as a member of the Steering Committee for the Regional Traffic Information Center (RTIC). Ongoing Task.
3. Certify TIP project compliance with the Western Massachusetts Regional Architecture. Ongoing task as needed.
4. Analysis and support of data from regional ITS projects such as the I-91 ITS system and PVTA AVL system.
5. Serve as a member of the Massachusetts Strategic ITS Planning and Coordination Committee (SIPCC) and Regional ITS Planning and Coordination Committee (RIPCC). Work with MassDOT to assist in the implementation of the Massachusetts ITS Action Plan.
6. Participate in ongoing planning efforts of the Western Massachusetts Regional Homeland Security Advisory Committee.
7. Serve as a stakeholder for the Massachusetts Statewide Evacuation Coordination Project.
8. Assist communities in regional evacuation planning as necessary.

**PRODUCTS:**

1. Recommendations and comments as necessary as part of Committee activities.
2. Technical Memoranda and reports as appropriate.

Source	Budget	Est. Staff Effort
FHWA PL (80%)	\$25,000	12 weeks
MassDOT (20% match)	\$ 6,250	3 weeks
FTA S. 5303	\$ 6,250	3 weeks
<b>TOTAL</b>	<b>\$37,500</b>	<b>18 weeks</b>

Direct Labor	\$17,139
Indirect Costs	\$20,361

### Task 3.10 Climate Change Implementation

**OBJECTIVE:**

To respond to the urgencies of climate change by reducing greenhouse gas emissions from transportation in compliance with the Massachusetts GreenDOT policy. To assist Pioneer Valley communities to plan for the reality of climate change.

**PREVIOUS WORK:**

1. Completed draft Climate Change Toolkit for municipalities, including fact sheets and model strategies for local and regional actions to reduce GHG emissions.
2. Established a Climate Action and Clean Energy Advisory Committee to help promote the Climate Change toolkit and plan.
3. Completed “Climate Action and Clean Energy Plan” for the Pioneer Valley region in 2013, as part of the Sustainable Knowledge Corridor project.

**PROPOSED ACTIVITIES:**

1. Complete reproduction and dissemination of the Climate Change Toolkit for municipalities. The toolkit will help to implement the new regional Climate Change and Clean Energy Plan, ICLEI Agreements, the state’s Climate Change Action Plan, the Mayor’s Conference Climate Change Protection Agreement, and the Regional Greenhouse Gas Initiative (RGGI).
2. Post the Climate Change Toolkit on PVPC’s website with the Valley Vision Smart Growth Toolkit, and on the Sustainable Knowledge Corridor website.
3. Coordinate meetings of a Climate Action Advisory Committee to help promote action on the Climate Change Toolkit and plan.
4. Continue a program of technical assistance to communities to implement elements of the Climate Change Toolkit.

**PRODUCTS:**

1. Reproduction and dissemination of a Climate Change Toolkit for municipalities including local and regional GHG reduction strategies applicable to the Pioneer Valley region.
2. Addition of Climate Change Toolkit to PVPC and Sustainable Knowledge Corridor websites.
3. Adoption of Climate Change Toolkit strategies in selected communities.

Source	Budget	Est. Staff Effort
FHWA PL (80%)	\$11,200	5 weeks
MassDOT (20% match)	\$ 2,800	1 weeks
TOTAL	\$14,000	6 weeks

Direct Labor	\$ 6,399
Indirect Costs	\$ 7,601



**Task 3.11 Green Streets and Infrastructure**

**OBJECTIVE:**

To encourage communities to adopt policies and regulations to promote the development of green streets and green infrastructure, in order to reduce stormwater and other environmental impacts of streets, roads, and municipal infrastructure.

**PREVIOUS WORK:**

1. Prepared “Green Infrastructure Plan” for the Pioneer Valley region in 2013, as part of the Sustainable Knowledge Corridor project.

**PROPOSED ACTIVITIES:**

1. Finalize, reproduce and distribute a Green Infrastructure Toolkit including a set of model municipal strategies to achieve green streets and green infrastructure. Tools will include: municipal green street and road reconstruction standards; zoning regulations to incentivize green roofs, permeable pavement in parking and internal circulation ways and on-site stormwater retention; subdivision regulations for low impact development roadways.
2. Initiate a program of local technical assistance to municipalities to implement model green infrastructure strategies.

**PRODUCTS:**

1. Green Infrastructure Toolkit with model municipal strategies for green streets and green infrastructure.
2. Program of local technical assistance to communities to implement green infrastructure strategies.

Source	Budget	Est. Staff Effort
FHWA PL (80%)	\$6,000	3 weeks
MassDOT (20% match)	<u>\$1,500</u>	<u>1 week</u>
TOTAL	\$7,500	4 weeks
Direct Labor	\$3,428	
Indirect Costs	\$4,072	

**Task 3.12 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 ongoing 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 two 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. Construction for the Holyoke Canalwalk is underway.

2. Completed engineering design plans for the West Springfield Riverwalk and Agawam Bikeway Loop.
3. Continued to coordinate design/engineering work for Chicopee Riverwalk, Connecticut Riverwalk in Chicopee.
4. Established citizen advisory committees and coordinated meetings for each of the above projects.
5. Assisted Chicopee, West Springfield, Agawam and Holyoke in advancing design plans for Riverwalk projects.

**PROPOSED ACTIVITIES:**

1. Coordinate meetings of the Regional Connecticut Riverwalk Advisory Committee, as needed. Provide meeting notices, materials, and staff support. (Schedule: ongoing).
2. Promote the completion of engineering and construction phases on the Riverwalk and Canalwalk segments, by providing intercommunity liaison services and technical assistance to communities in project planning, design and construction issues on an ongoing basis. (Schedule: ongoing).
3. Create a River Walk brochure to help promote a broad public support network for the River Walk, including bicyclists, landowners, businesses, residents. (Schedule: ongoing)
4. Assist communities in moving to the active management phase of the Connecticut River Walk and Bikeway as segments complete construction and are opened to public use. This includes developing plans for policing, long-term maintenance and increased parking. (Schedule: ongoing).
5. Add components on the Connecticut Riverwalk to the Connecticutriver.us and PVPC websites, to promote public use of the Riverwalk by illustrating trail maps, parking locations and destinations on the Riverwalk. (Schedule: ongoing).
6. Work with community officials to develop activities to promote public use of the completed Riverwalk facilities. (Schedule: ongoing).

**PRODUCTS:**

1. Riverwalk Advisory Committee meetings and activities, as needed.
2. Technical assistance to communities.
3. Connecticut Riverwalk brochure.
4. Connecticutriver.us and PVPC website information for Riverwalk users.

Source	Budget	Est. Staff Effort
FHWA PL (80%)	\$ 4,000	2 weeks
MassDOT (20% match)	\$ 1,000	1 week
TOTAL	\$5,000	3 weeks

Direct Labor	\$2,285
Indirect Costs	\$2,715

## **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 transit planning services to the Pioneer Valley Transit Authority (PVTA), PVTA member municipalities and the Pioneer Valley Metropolitan Planning Organization (PVMPO). This includes conducting planning studies and technical assistance for transit routes and facilities planning; assistance with organizational support and regulatory compliance; and the organization of public involvement and agency participation. Included in this task is identification and updating of unmet regional transit needs consistent with MAP-21 and the Massachusetts GreenDOT Policy.

#### **PREVIOUS WORK:**

1. General planning assistance and support for PVTA fixed bus route and paratransit services and facilities.
2. Coordination, production and inventory management of PVTA fixed bus route schedules, bus operator's field guide, and related signage for print and electronic distribution.
3. Support and analysis of the PVTA ITS system.
4. Support for PVTA Advisory Board and subcommittee activities.
5. Attendance, coordination and participation in public and agency involvement meetings and activities for regional transportation planning.
6. Staffing meetings of municipal public transportation committees in the region.
7. Support for PVTA Advisory Board and subcommittee activities.
8. Coordination and facilitation of transit items of TIP planning.
9. Assistance with regulatory compliance, environmental justice impact analysis and related activities.
10. Participation on selection committees for comprehensive service analysis and paratransit management contract.
11. Staffing meetings of municipal public transportation committees in the region.
12. Updating of bus stop bylaws for PVTA member communities (Chicopee, Holyoke).
13. Coordination and facilitation of Bus Rider Forums, van riders meetings and LEP outreach.
14. Creation and production of PVTA's Fixed Route Performance Measures.
15. Continued evaluation of service changes implemented in September of 2012.

#### **PROPOSED ACTIVITIES:**

1. Ongoing general transit planning services for PVTA fixed routes and facilities, including evaluation of operations and efficiency, identification of opportunities to improve current service and evaluation of potential new service areas, support for regulatory compliance with Title VI, environmental and other requirements; and other tasks as requested.
2. Updates, production and inventory management of PVTA fixed route schedules and associated graphics products and signs.

3. Coordination of public involvement for transit planning, including bus rider forums, paratransit van user meetings, community outreach and meetings for LEP residents, agency coordination, and other public meetings, hearings and outreach as requested.
4. Ongoing use and development of GIS, GPS and other technologies to support transit route and facilities planning, scheduling and customer information.
5. Coordination of transit planning activities of the PVMPO region among PVTA, MassDOT, Franklin Regional Transit Authority, Connecticut Department of Transportation, Capital Regional Council of Governments, private carriers and other stakeholders to enhance inter-regional transit services.
6. Support and guidance to PVTA, PVMPO and agencies for regulatory compliance with Title VI, environmental justice and other federal requirements.
7. Assist PVTA in their preparation for relocation to Union Station and the Westfield Intermodal Center. This will include new route planning, bay assignments, and other tasks as requested.
8. Assist PVTA with the Comprehensive Service Analysis process.
9. Creation of PVTA Paratransit Performance Measures.
10. Assist the PVTA in the development of bus stop amenities warrant based off of ridership.
11. Create maintenance training video for emergency response agencies for PVTA's New Flyer buses including hybrid and articulated vehicle-types.

**PRODUCTS:**

1. Field observations, studies, reports and technical memoranda to support the evaluation, optimization and development of existing and new transit services and facilities
2. Presentations and translated materials to LEP population to help them access PVTA service.
3. Quarterly Performance Measures Report for Fixed Route Services.
4. Informational material at shelters and bus stops to assist PVTA customers in using the service; including schedules, stop locations, and attraction information.
5. Layouts and all necessary computer files for print and digital production of PVTA fixed route schedules and maps.
6. Printed schedules for PVTA routes, as well as, placards, maps, and other printed informational materials, for transit customers (annual updates).
7. Creation and update of bus stop by laws and associated graphics for PVTA member communities.
8. One-year and multi-year action plans for LEP programs.
9. Monthly progress reports to PVTA.
10. Training video updates as appropriate.

Source	Budget	Est. Staff Effort
FTA S. 5303	\$ 99,466	50 weeks
PVTA S. 5307	\$ 97,500	49 weeks
TOTAL	\$196,966	99 weeks

Direct Labor	\$ 90,021
Indirect Costs	\$106,945

## **Task 4.2 Paratransit Planning Assistance**

### **OBJECTIVE:**

To fulfill the planning and programming requirements of USDOT Section 504 regulations and other planning requirements under the Americans with Disabilities Act. This task includes planning services for paratransit services for disabled and senior residents of the region by providing technical assistance to PVTA, as well as communities, human service agencies, councils on aging, private entities and other parties involved in providing ADA transportation in the PVMPO region.

### **PREVIOUS WORK:**

1. Coordination, facilitation and support of Paratransit Van Riders meetings.
2. Coordination, facilitation and support for Advance Reservation Modification Pilot Program meetings.
3. Training video for paratransit employees.
4. Coordination and technical assistance to agencies seeking capital grants under FTA Section 5311 and the State Mobility Assistance Program.
5. Member of selection committee for paratransit management RFP.

### **PROPOSED ACTIVITIES:**

1. Continue assisting PVTA with planning for actions to comply with regulations of the Americans with Disabilities Act (ADA), including public participation activities and operational analyses.
2. Provide technical and administrative support to the MPO's Joint Transportation Committee (JTC) on mobility issues and concerns of the region's elderly and disabled residents.
3. Develop performance measures for PVTA Paratransit services.
4. Provide assistance and support to PVTA in the implementation of paratransit scheduling and information software systems.
5. Perform paratransit surveys and studies requested by PVTA and MPO municipalities.
6. Facilitate paratransit van riders meetings.

### **PRODUCTS:**

1. Creation of meeting notices and distribution to riders, agencies and municipalities for paratransit user meetings.
2. Meeting notes from paratransit user meetings.
3. Survey results, technical memoranda, reports and presentation for PVTA, JTC and MPO member municipalities as needed.
4. Digital data to support schedule, paratransit and information software systems.
5. Performance measure report for PVTA paratransit services.

Source	Budget	Est. Staff Effort
FTA S. 5303	\$12,500	6 weeks
PVTA S. 5307	\$ 6,250	3 weeks
<b>TOTAL</b>	<b>\$18,750</b>	<b>9 weeks</b>

Direct Labor	\$ 8,569
Indirect Costs	\$ 10,181

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

### **OBJECTIVE:**

The objective of this task is to work with local communities to implement the new “Valley Vision 2, the Regional Land Use Plan for the Pioneer Valley” region. Valley Vision 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. Prepared updated Valley Vision 4, Regional Land Use Plan for the Pioneer Valley in 2013, and Regional Housing Plan, as part of the Sustainable Knowledge Corridor project.
2. Completed a Valley Vision Toolbox of strategies for smart growth.
3. Created the Valley Development Council to oversee the development of Valley Vision and to help implement its recommendations.
4. Technical assistance to implement smart growth strategies in Hadley, Easthampton, Westfield, Palmer, Chesterfield, Amherst, and other communities.

### **PROPOSED ACTIVITIES:**

1. Continue to provide staff support to the Valley Development Council, which provides input from community officials and the development community in implementing Valley Vision 2. Coordinate ongoing VDC activities, including:
  - a) Establish a speaker's bureau to educate local planning/other municipal boards regarding smart growth/sustainability concepts and projects;
  - b) Work to implement the new Regional Housing Plan with a focus on identifying strategies for transit-oriented and community center mixed use housing development;
  - c) Coordinate the second VDC-sponsored Smart Growth Awards program.
2. Provide continued, targeted technical assistance to communities across the Pioneer Valley on an as-needed basis to implement pilot projects for Valley Vision strategies in the following key areas: commercial development standards; traditional neighborhood developments; mixed use village centers; cluster or creative development bylaws; transfer of development rights bylaws; inclusionary housing bylaws; local strategies to address global climate change and reduce greenhouse gas emissions. These strategies may include new local zoning bylaws and land use regulations, and policies on infrastructure improvements/extensions.
3. Update Valley Vision Toolbox and website, including update of fact sheets and bylaw materials.

### **PRODUCTS:**

1. Coordination of quarterly meetings of the Valley Development Council and related products.
2. Continued development and distribution of public outreach tools and PVPC's Green Tips.
3. Summary of assistance provided to communities to implement strategies from Valley Vision.

- Updated Valley Vision Toolbox and website.

Source	Budget	Est. Staff Effort
FHWA PL (80%)	\$22,600	11 weeks
MassDOT (20% match)	\$ 5,650	2 weeks
TOTAL	\$28,250	13 weeks

Direct Labor	\$12,911
Indirect Costs	\$15,339

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

##### **OBJECTIVE:**

To implement the goals and objectives of the Regional Transportation Plan with respect to bicycling and walking. To assist in the advancement of the Massachusetts GreenDOT Policy by promoting healthy transportation options such as walking and bicycling for all residents of the Pioneer Valley. Provide support for local and regional efforts to adopt and implement a “Complete Streets” approach to create neighborhoods, village centers and city streets that safely accommodate all modes of transportation.

##### **PREVIOUS WORK:**

- Baystate Bike Week 2013.
- Review of bike lane implementation strategies for Holyoke.
- Expansion of the regional bikes on bus program.
- Facilitated planning related to the Norwottuck Rail Trail rehabilitation.
- Revised and update the Pioneer Valley bike map.
- Successful implementation of regionally significant bicycling and walking projects including components of the Baystate Greenway.
- Facilitated Safe Route to School initiatives.
- Assisted Baystate Roads in developing a Complete Streets workshop.

##### **PROPOSED ACTIVITIES:**

- Work with the JTC’s Bicycle and Pedestrian subcommittee as well as national organizations such the Rails to Trails Conservancy to ensure consistency with the RTP and implement sustainable transportation strategies.
- Research and identify potential bike rack location in the City of Springfield.
- PVPC staff will work with MassDOT, Massachusetts Department of Conservation and Recreation, Norwottuck Rail Trail Advisory Committee and the MassBike Pioneer Valley Chapter to coordinate efforts to facilitate improvements to the Norwottuck Rail Trail.
- Review bicycle and pedestrian projects for eligibility under various federal funding programs.
- Update bicycle level of service data collection efforts.
- Work with a local community to develop Complete Streets policy initiatives and a local implementation plan.
- Assist communities in the development of bicycle and pedestrian infrastructure and programs.
- Collect sidewalk data using the sidewalk module.
- Participate in the Massachusetts Statewide Bicycle Advisory Board.

##### **PRODUCTS:**

- JTC Bicycle Advisory Committee meeting minutes and notices.
- Bicycle parking study for Springfield bike parking facilities.
- Revised and updated bicycle level of service data.

- Norwottuck Rail Trail Advisory Committee meetings.

Source	Budget	Est. Staff Effort
FHWA PL (80%)	\$35,000	17 weeks
MassDOT (20% match)	\$ 8,750	4 weeks
TOTAL	\$43,750	21 weeks

Direct Labor	\$19,995
Indirect Costs	\$23,755

### **Task 4.5 Local Technical Assistance**

#### **OBJECTIVE:**

Assist PVPC communities and organizations through short term technical support as requested. To review transportation related impact reports, traffic studies, and environmental notification forms. To provide education on the benefits of sustainable development and a sustainable transportation system. This is an ongoing task.

#### **PREVIOUS WORK:**

- Data collection activities at the request of local communities.
- Reviews of all MEPA documents filed in the Pioneer Valley Region.
- Model sidewalk ordinances.
- Montgomery Truck Exclusion counts and analysis.
- Brimfield Trail Mapping

#### **PROPOSED ACTIVITIES:**

- 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, and safety studies.
- 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.
- Application of the latest versions of transportation software programs to perform analysis and test recommendations.
- Present findings to communities through documentation and oral presentation as required.
- Assist communities in implementing past corridor study recommendations.
- Work with PVTA and member communities to assure understanding of transit options in the region.

#### **PRODUCTS:**

- Reports documenting the findings and recommendations of all LTAs.
- Recommendations and comments as appropriate for the review of MEPA documents.

Source	Budget	Est. Staff Effort
FHWA PL (80%)	\$22,800	11 weeks
MassDOT (20% match)	\$ 5,700	3 weeks
TOTAL	\$28,500	14 weeks

Direct Labor	\$13,026
Indirect Costs	\$15,474



**Task 4.6 Local Pavement Management Program**

**OBJECTIVE:**

To promote pavement management services among member communities by conducting road condition, budget, and plan analyses on a contract basis for the locally maintained roadway system.

**PREVIOUS WORK:**

1. Local Pavement Management Study for Southampton.
2. Local Pavement Management Study for West Springfield

**PROPOSED ACTIVITIES:**

1. Follow up with the Towns of Longmeadow and Ludlow on requests for Pavement Management System assistance.
2. Continue to assess the condition of sidewalks in the City of Holyoke.
3. Identify additional communities interested in conducting pavement management programs.
4. Meet with elected officials, highway superintendents, and/or public works directors from the selected communities to explain the program and to coordinate activities.
5. Conduct training sessions for interested local highway department personnel on the pavement management and sidewalk management processes and educate them in identification of pavement distresses as well as sidewalk distress and data recording techniques.
6. Provide follow-up technical assistance to other communities with pavement management programs already in place.
7. Ensure that any new roadway is officially accounted for by Collecting GPS coordinate information to assist in Mapping.

**PRODUCTS:**

1. OCI Updates for specific roadways in communities with an existing Pavement Management Program as requested.
2. Holyoke Sidewalk Inventory/Management Analysis
3. Updates for existing municipal pavement management plans, as requested.

Source	Budget	Est. Staff Effort
Estimated Local Funds	\$4,000	2 weeks
TOTAL	\$4,000	2 weeks

Direct Labor	\$1,828
Indirect Costs	\$2,172

**Task 4.7 Scenic Byways Support**

**OBJECTIVE:**

The objective of this task is to work with the Byway Area Committees for the Connecticut River Byway and the Route 112 Byway to prioritize projects for each byway, and to provide planning services and technical assistance to each of the communities involved in these two Scenic Byways. The Connecticut River Scenic Farm Byway was designated as the first National Scenic Byway in Massachusetts, and runs along the Connecticut River on Route 47 in the PVPC towns of South Hadley and Hadley. The Route 112 Scenic Byway is a state-designated Scenic Byway in the PVPC towns of Huntington, Goshen, Cummington and Worthington. Both Byways continue from the Pioneer Valley region into Franklin County, and PVPC and FRCOG have assisted these communities in completing Byway Plans, which identify projects and strategies.

## PREVIOUS WORK

1. Completed, with FRCOG, a comprehensive scenic byway plans for the Connecticut River Scenic Farm Byway on Routes 47 and 63 in South Hadley, Hadley, Sunderland, Montague, and Northfield, and the Route 112 Scenic Byway in Huntington, Goshen, Cummington, Worthington and Franklin County towns.
2. Provided staff support to the two Scenic Byway Area Committees for both of the Byways.
3. Developed priority projects for Scenic Byway funding and prepared applications for funding.
4. Secured funding for purchase of scenic easements along the corridor, and for other projects.
5. Implemented an intergovernmental compact for land protection along the Connecticut River Scenic Byway, between and among Hadley, South Hadley, MassDOT, DCR, DOA, Kestrel Trust and The Trustees of Reservations.

## PROPOSED ACTIVITIES:

1. Coordinate meetings of the Byway Area Committees for the Connecticut River Byway and the Route 112 Scenic Byway. Provide meeting notices, materials, and staff support.
2. Work with Byway Area Committees and community representatives to continue to develop and prioritize scenic byway implementation projects, such as land protection, acquisition of scenic easements, signage, scenic overlooks, trails and river access, and similar projects.
3. Provide technical assistance to communities in byway project development, including identification of funding sources.
4. Implement National Scenic Byway designation for the Connecticut River Byway, including seeking to develop projects to enhance the visitor experience to the byway.
5. Initiate work to update the Connecticut River Byway Corridor Management Plan, and to expand the Byway to the west side of the Connecticut River in Hatfield and other communities.

## PRODUCTS:

1. Byway Area Committee meetings and activities, as needed;
2. Technical assistance to communities in securing scenic byway implementation funding.
3. Summary of work on implementation projects for Byway corridor plans.

Source	Budget	Est. Staff Effort
FHWA PL (80%)	\$6,000	3 weeks
MassDOT (20% match)	\$1,500	1 week
TOTAL	\$7,500	4 weeks

Direct Labor	\$3,428
Indirect Costs	\$4,072

**Task 4.8 Merrick/Memorial Neighborhood Plan – Implementation**

**OBJECTIVE:**

This task expands upon the efforts of Phase I of the Merrick/Memorial Neighborhood Plan. PVPC staff will assist The Town of West Springfield in the implementation of the preferred recommendations of Phase I. The services of a private consultant may also be obtained using the remaining TCSP funding for this element of the project. The PVPC will work in conjunction with the Town of West Springfield to complete this task. This task is tied to the advancement of the redesign of the Union Street railroad overpass. This is year 1 of a 2 year task.

**PREVIOUS WORK:**

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

**PROPOSED ACTIVITIES:**

1. Administer the Transportation and Community System preservation Pilot Program (TCSP) funding to link the CSX rail yard to the Route 5 corridor.
2. Provide assistance to MassDOT and the Town of West Springfield during the design process of the Union Street CSX railroad underpass. Ongoing task.
3. Continue efforts to advance conceptual improvements to develop a truck route to Route 5. Pending task. Requires completion of the 25% design phase of the new Union Street CSX railroad underpass.

**PRODUCTS:**

1. Data collection and analysis as appropriate.
2. Design of key components, as appropriate.

Source	Budget	Est. Staff Effort
FHWA – TCSP	\$207,549	93 weeks
TOTAL	\$207,459	93 weeks

Direct Labor	\$ 94,300
Indirect Costs	\$113,159

**Task 4.9 Pioneer Valley Trails Map and Website**

**OBJECTIVE:**

To encourage the use of alternative (non-automobile) modes of transportation by providing the public with a high quality maps of bicycle, walking and hiking trails across the Pioneer Valley region.

**PREVIOUS WORK:**

1. Regional Biking Map
2. Initiated inventory of regional trails and collection of mapped data.
3. Pioneer Valley Trails Map.

**PROPOSED ACTIVITIES:**

1. Continue development of the regional trails map website ([www.connecticutriver.us](http://www.connecticutriver.us)), linked with the PVPC website, to provide

- access to the new Regional Trails Map and detailed hiking and biking trail data for individual hiking and biking destinations.
2. Initiate development of a new, updated regional trails map, with an expanded roster of participating trails.

**PRODUCTS:**

1. Pioneer Valley Trails Map in web-based format.
2. Initial draft phase two regional trails map.

Source	Budget	Est. Staff Effort
FHWA PL (80%)	\$6,400	3 weeks
MassDOT (20% match)	\$1,600	1 week
<b>TOTAL</b>	<b>\$8,000</b>	<b>4 weeks</b>
Direct Labor	\$3,656	
Indirect Costs	\$4,344	

**Task 4.10 Support for Transit Oriented Development (TOD)**

**OBJECTIVE:**

To support Transit Oriented Development in and around the region’s new passenger rail stations and high capacity bus routes.

**PREVIOUS WORK:**

1. Completion of Sustainable Transportation Plan and regional TOD site analysis.

**PROPOSED ACTIVITIES:**

1. Work with selected communities to develop new zoning standards to incentivize Transit Oriented Development, and investigate other policies, grants and programs to support TOD area infrastructure improvements and project development costs.

**PRODUCTS:**

1. Model TOD overlay zoning regulations.
2. Community specific local technical assistance on TOD.

Source	Budget	Est. Staff Effort
FHWA PL (80%)	\$ 6,000	3 weeks
MassDOT (20% match)	\$ 1,500	1 week
<b>TOTAL</b>	<b>\$7,500</b>	<b>4 weeks</b>
Direct Labor	\$3,428	
Indirect Costs	\$4,072	

**Task 4.11 Regional Bicycle Commute Week**

**OBJECTIVE:**

To promote livability, sustainability and bicycle friendly communities by making it easy and fun for people to try bicycling by facilitating the 13<sup>th</sup> annual Pioneer Valley Bicycle Commute Week, which in 2010 became merged with Bay State Bike Week. Thanks to the success and commitment of the PVPC and the western Mass chapter of MassBike and with financial and technical support from the MassDOT.

**PREVIOUS WORK:**

1. Successful Bike Commute Week activities since 1999.
2. Exposing an estimated 15,000 to the joys of bicycling.

**PROPOSED ACTIVITIES:**

1. Facilitate Pioneer Valley Bike Commute Week to coincide with national Bike Commute Week—the third week of May and to coincide with Bay State Bike Week..
2. Recruit community participation and identify leaders in each community to promote their community’s activities..
3. Act as a liaison with MassDOT and MassBike.
4. Assure publicity and broad promotion of Bike Commute Week activities.

**PRODUCTS:**

1. Bike Commute week report.

Source	Budget	Est. Staff Effort
FHWA PL (80%)	\$10,400	5 weeks
MassDOT (20% match)	\$ 2,600	1 weeks
TOTAL	\$13,000	6 weeks

Direct Labor	\$5,941
Indirect Costs	\$7,059

**Task 4.12 Bicycle and Pedestrian Linkages Study**

**OBJECTIVE:**

To encourage the use of alternative (non-automobile) modes of transportation by providing the public with a high quality map of bicycle, walking and hiking trails across the Pioneer Valley region.

**PREVIOUS WORK:**

1. Regional Biking Map.
2. Pioneer Valley Trails Map.
3. Planning, design and construction of Connecticut Riverwalk segments and other regional bikeway/walkway projects.

**PROPOSED ACTIVITIES:**

1. Work with community officials to initiate an analysis of alternatives to link existing components of the region’s bikeway/walkway network to other components and key regional destinations.

**PRODUCTS:**

1. Draft analysis of regional bikeway/walkway network linkages.

Source	Budget	Est. Staff Effort
FHWA PL (80%)	\$ 6,000	3 weeks
MassDOT (20% match)	\$ 1,500	1 week
TOTAL	\$7,500	4 weeks

Direct Labor	\$3,428
Indirect Costs	\$4,072

## **Task 4.13 Massachusetts-Connecticut Sustainable Knowledge Corridor**

### **OBJECTIVE:**

Work in cooperation with the Capital Region Council of Governments and other partner agencies to advance a 2010 Sustainable Communities Regional Planning Grant from the U.S. Department of Housing and Urban Development. The Hartford/Springfield bi-state region will roll out an ambitious work plan over the next three years to position itself as a leader in sustainable community development and a creator of more livable communities for all of the corridor's 1.6 million residents. The Sustainable Knowledge Corridor work plan will blend core planning activities with tangible projects and will rely on a transparent feedback loop to measure and track implementation progress and ensure that goals are achieved over time. The \$4.2 million award will be used to create a foundation of opportunity in housing, education, transportation, employment, nutrition, and community resources.

### **PROPOSED ACTIVITIES:**

1. Update and integrate existing regional plans for a more sustainable knowledge corridor region. Develop regional goals, policies, and strategies that will enhance regional sustainability and equity while providing a framework for future coordinated planning and investment. Timeline: February 15, 2011 through November 31, 2012.
2. Prepare a Knowledge Corridor specific detailed execution plan for a sustainable region which will provide a blueprint for future implementation actions and investment decisions within the Knowledge Corridor. Timeline: November 1, 2012 through February 14, 2014.
3. Implementation of an inclusive Civic Engagement Process, which ensures that all Knowledge Corridor Consortium partners and constituencies, and a broad range of stakeholders and citizens—including low-income and minority individuals who may not normally participate in regional planning processes—are actively engaged in the planning process. Timeline: March 1, 2011 through February 14, 2014
4. Build capacity for ongoing planning and implementation activities in support of a more sustainable Knowledge Corridor through: leadership training; planning and market analysis to support transit oriented development; planning to enhance existing on-street transit systems to better link people to jobs, entertainment and natural resources, and the region's new rapid transit investments; development of municipal land use codes that incorporate sustainable design and development principles.
  - a) Leadership Pioneer Valley (LPV)—March 1, 2011—June 30, 2011
  - b) Market Analysis of Bus Rapid Transit and Rail Corridors for TOD: April 1, 2011—June 30, 2013.
  - c) Transit Enhancement Bus Study: April 1, 2011—December 31, 2012
  - d) Sustainable Land Use Code Development: April 1, 2011—September 30, 2012
  - e) Affordable Housing Code Development: May 1, 2011—July 31, 2013

- f) Affordable Housing Training Module: May 1, 2011—June 30, 2012
- 5. Place based activities to build a sustainable knowledge corridor. Six municipalities—Springfield, Chicopee, Holyoke, Hartford, New Britain, and Enfield—will conduct sustainable knowledge planning projects that provide models of how place based activities can work to enhance the livability of urban centers and villages.
  - a) Court Square Project, Springfield, MA—April 1, 2011—March 31, 2013
  - b) Connecticut Riverwalk and Bikeway Project, Chicopee, MA—April 1, 2011—November 31, 2013
  - c) Depot Square Redevelopment and Revitalization Project, Holyoke, MA—April 1, 2011—December 31, 2013
  - d) Hartford North Park Design District, Hartford, CT—July 1, 2011—April 30, 2012
  - e) Creating a Walkable New Britain—February 15, 2011—June 30, 2013
  - f) Linking Transit Investment and Neighborhood Revitalization in Enfield, CT—April 1, 2011—July 31, 2013
- 6. Establish metrics that can be used to measure the success of efforts to build a more livable, sustainable, and equitable Knowledge Corridor. The work will expand upon current data capabilities by developing an expanded database that will house sustainability indicators for easy tracking and sharing of data. Timeline: March 1, 2011 through February 14, 2014
- 7. Provide a public, easily accessible online location for information about the Knowledge Corridor sustainability activities, data related to these activities, and data that can assist others in sustainable development work. Timeline: March 1, 2011 through February 14, 2014
- 8. Provide staff support and oversight to the work of the Knowledge Corridor Consortium. The Knowledge Corridor Consortium builds on the decade-old bi-state Hartford Springfield Economic Partnership (HSEP), to form an even broader based bi-state Consortium to carry out the grant activities. Timeline: February 15, 2011 through February 14, 2014

Source	Budget	Est. Staff Effort
HUD FY 2010 Sustainable Communities Regional Planning Grant	\$2,100,000	300 weeks

**Task 4.14    Route 112 and Jacob’s Ladder Trail Scenic Byways Trails Linkages Project**

**OBJECTIVE:**

Develop an overall strategy to expand and protect trail networks throughout the Jacob’s Ladder Trail (JLT) and Route 112 Scenic Byways region. The project’s geographic area encompasses the municipalities of Russell, Huntington, Chester, Becket, and Lee along the JLT, and Huntington, Worthington, Cummington, and Goshen along the Route 112 Scenic Byway. Project work will include: development of a trails inventory and planning map; an investigation into the feasibility of trail linkages; and an action plan that prioritizes trail linkages and protection efforts and elaborates on specific trail projects for the Byways. The

Pioneer Valley Planning Commission will work in tandem with the Berkshire Regional Planning Commission and The Trustees of Reservations to draw together and work with trail stakeholders throughout the eight towns of the Byways region over a two-year time frame.

**PREVIOUS WORK:**

1. Corridor Management Plan for Route 112 Scenic Byway
2. Corridor Management Plan for Jacob’s Ladder Trail Scenic Byway
3. Restoration of trails at Hampden Park in Chester.
4. Design and construction of spur trail and improved trail head for Appalachian Trail in Lee and Becket.

**PROPOSED ACTIVITIES:**

1. Develop an inventory and planning map that shows existing formal and informal trails, status of each trail, points of access, and all public and conservation lands in the region of the two Byways. To help with project work, PVPC will invite trails stakeholders in the region (trails groups and other trails interests) to participate in the project working group.
2. Explore the feasibility of specific linkages in and around villages and throughout the region, which would include a series of community meetings (including local snowmobile clubs), regional meetings, and conversations with the region’s largest landowners.
3. Develop an action plan prioritizing linkages and protection efforts, and next steps from which specific funding requests can be made for trail development and protection work. The action plan will also elaborate on specific trail projects for the Route 112 and JLT Scenic Byways region, describing partnerships, strategies, and likely funding sources.

**PRODUCTS:**

1. Subcontracts with Berkshire Regional Planning Commission and The Trustees of Reservations
2. List of trails stakeholders throughout the region
3. List of project working group members
4. Minimum of 6 meetings with project working group, including trails stakeholders, to help in the development of the inventory and planning map; trails linkages feasibility investigation; and action plan
5. Working map for the 9 communities along the Jacob’s Ladder Trail and Route 112 (in Hampshire County) Scenic Byways using multiple layers from MassGIS and local towns. This map will be updated with information as work progresses.
6. Matrix that shows major trail linkages opportunities with names and contacts of key landowners, description of obstacles and strategies, and summary notes from meetings within communities and with key landowners
7. Action plan that elaborates on specific trail development/linkages and protection projects for the Byways.

Source	Budget	Est. Staff Effort
Scenic Byway Funds	<u>\$68,375</u>	<u>24 months</u>
TOTAL*	\$68,375	24 months

Direct Labor	\$16,282
Indirect Costs	\$19,343
Direct Costs	\$32,750



## ESTIMATED COMPLETION SCHEDULE OF PLANNING ACTIVITIES

Task	Product	Anticipated Completion
1.1	Invoices	Monthly
1.2	FY2014 UPWP	August 2014
1.3	PVPC Regional Reporter Newsletter	Quarterly
1.4	FY2014 - 2017 TIP	August 2014
1.5	Four Factor Analysis	April 2014
1.5	Title VI MOE Review	April 2014
1.5	Reports as required for EJ, Title VI, and LEP	Annually (September 2014)
2.1	Regional Traffic Counts	Ongoing (April – November)
2.1	Regional Traffic Count Summary Report 2009 - 2013	April 2014
2.2	TIP Project Build Out Analysis (as needed)	May 2014
2.2	CMAQ and Greenhouse Gas Analysis	As needed (typically June)
2.3	GIS updates to centerline/road inventory	Summer 2014
2.4	Information Center Reports	Summer 2014
2.4	Update Information Center Website	September 2014
2.5	CMP Data Collection	Ongoing (September – June)
2.6	PMS Data Collection	Ongoing (requires dry pavement)
3.1	Regional Performance Measures	July 2014
3.2	Mystery Rider, K-9, On time Performance reporting	Quarterly
3.2	Ware and Palmer Shuttle Surveys	September 2014
3.3	I-91 Corridor Coalition	November 2014
3.3	I-91 Technical Reports and Analysis	Quarterly Updates
3.4	Regional Freight Plan	September 2014
3.5	CMP Report Update	September 2014
3.5	CMP Bottleneck Update	July 2014
3.5	CMP Database Updates	Monthly (September – June)
3.5	Pine Street (Northampton) Congestion Study	October 2013
3.6	PMS Project Development Database Updates	Ongoing - Monthly
3.7	Route 9 Safety and Livability Study	May 2014
3.8	Depot Street/Sheep Pasture/Powder Mill Safety Study	February 2014
3.8	Route 202 at Amherst Street Signal Warrant	November 2013
3.9	PVTA AVL Data Analysis	Monthly
3.9	Regional Homeland Security Advisory Committee	Monthly
3.10	Final Web-based Climate Change Toolkit	Fall 2013
3.10	Adoption of Climate Change Toolkit Strategies	Summer 2014
3.11	Green Infrastructure Toolkit	Summer 2014
3.12	Bikeways Advisory Committee meetings	Quarterly meetings
3.12	Riverwalk Brochure	September 2014
4.1	Fixed Route Service Performance Measures Report	Quarterly
4.1	PVTA Schedule Updates	Summer 2014 and Fall 2014
4.1	Bus Stop Bylaws Updates	June 2014
4.1	One year and multiyear LEP Action Plans	September 2014
4.2	Paratransit Performance Measure Report	July 2014
4.3	Valley Vision Toolbox and website updates	September 2014
4.3	Valley Development Council meetings	Quarterly meetings
4.3	Public outreach tools and PVPC's Green Tips.	Monthly
4.4	JTC Bicycle Subcommittee	Monthly
4.4	Springfield Bicycle Parking Study	September 2014
4.5	Local Technical Assistance	As requested
4.6	Holyoke Sidewalk Management	Summer 2014
4.7	Byway Area Committee meetings	Quarterly meetings
4.8	Merrick Phase 2 Draft Report	March 2014
4.9	Regional Trail Map Updates (Phase 2)	September 2014
4.10	Model TOD regs	Summer 2014
4.11	Bike Commute Week Report	July 2014
4.12	Bike/Ped Linkages Analysis	Summer 2014
4.13	Sustainable Knowledge Corridor Planning	February 2014
4.14	Route 112 and JLT Scenic Byway Linkages	September 2014

## **ADDITIONAL PLANNING PROJECTS**

This section outlines activities for which funding has not yet been secured. These proposed tasks are provided for information purposes only. An amendment to the UPWP will be completed to reflect any contracts secured for these proposed tasks.

### ***East/West Passenger Rail Study***

#### **OBJECTIVE:**

MassDOT is in the process of contracting with HDR to conduct a study of the feasibility of increasing east/west passenger rail service from Springfield to Boston. This could result in the development of additional planning work to perform data collection, analysis and additional public participation necessary to support passenger rail service along this corridor.

#### **PREVIOUS WORK:**

Knowledge Corridor Passenger Rail Study.

#### **PROPOSED ACTIVITIES:**

1. Continue to work with federal, state and local officials to provide up to date information for the project.
2. Participate on any committees or groups convened to assist in reviewing the work of the consultant.
3. Perform data collection and facilitate public participation efforts as necessary.
4. Review infrastructure needs and operating cost estimates for the incremental implementation of the service along the corridor.
5. Continue to assess potential funding strategies through applications for federal, state and local funding.

#### **PRODUCTS:**

TBD

Source	Budget	Est. Staff Effort
TBD	\$	

### ***Interstate Route I-91 Exit 15 Study***

#### **OBJECTIVE:**

In 2009, through a grant received as part of the Chapter 43D process, the City of Holyoke initiated a study of the Lower Westfield Road Corridor in an effort to evaluate the transportation related issues and concerns within the Ingleside area of the City of Holyoke, and to identify strategies that could be utilized to effectively address these problems. The City of Holyoke commissioned the services of a transportation consulting firm to perform this study.

The completed study identified traffic congestion and delay, roadway layout, maneuverability, traffic safety and enforcement as concerns that should be addressed. The most notable issue at the exit 15 off-ramp signalized intersections was identified as the difficult vehicle maneuvers that occur between each intersection and the high number of crashes in this area. Observations revealed that the high volume of left turns onto the entrance ramps at each location during peak hours forces the shared

through/left lanes to operate as de facto left turn lanes. This creates a situation where the majority of the through vehicles will only use the right lane, and not the shared through/left lane. This generally leads to traffic flow problems through this area since most through vehicles will position themselves in the right lane prior to each intersection resulting in longer queues. This also appears to lead to vehicles making abrupt lane changes near the ramp intersections in an effort to navigate around delayed left turning vehicles. The long-term recommendation of the study of a partial cloverleaf interchange may be impacted by proposed development in the area.

An additional concern/issue identified in this study was that vehicles traveling eastbound along Lower Westfield Road destined for the Holyoke Mall conflict with vehicles exiting the I-91 northbound off ramp who desire to turn left onto Whiting Farms Road or continue straight along Lower Westfield Road. This may partially explain the high average number of crashes (16) per year, and the crash rate of 1.40 which is higher than both the statewide and District 2 averages for signalized intersections. This difficult weaving maneuver is result of the current geometric design of the I-91 northbound off ramp.

The City of Holyoke therefore requests a new study be initiated through the Massachusetts Department of Transportation that will further develop the recommended concepts in the consultant study. The new study should evaluate traffic operations; traffic count data, crash data and a thorough origin/destination travel survey as well as other appropriate methods.

Source	Budget	Est. Staff Effort
TBD	TBD	TBD

***Blanche Barlow Acres/Goose Pond Recreational Access Project –Jacob’s Ladder Trail Scenic Byway***

**OBJECTIVE:**

To provide Byway travelers direct access to an extensive hiking trail system throughout 147 acres of conservation land enabling access to both Goose Pond and the Appalachian Trail. This project will connect the trail system to the traveling public by providing a paved access road from the Byway (State Route 20) to a new parking area. This parking area will provide space for seven cars inclusive of one van accessible space with access aisle. A bike rack will also be installed in this area so visitors traveling by bicycle will have a secure location to leave their bike while utilizing the trails. Finally, interpretive signage will highlight the site’s history and inhabitants, the broader Berkshire region, and the collaboration between the Scenic Byway, The Trustees of Reservation and the Lee Land Trust.

**PREVIOUS WORK:**

1. Roadside Landscape Improvements – 2009
2. Hampden Park Revitalization – 2009
3. Historic Society (Former Methodist Church) Rehabilitation – 2008
4. Appalachian Trail Parking & Trailhead Improvements – 2005

5. Scenic Easement at Summit Cairn – 2004
6. Boulder Park Accessible Trail – 2003
7. Byway Gateway Signs – 2002 & 2003
8. H. Newman Marsh Hiking Trail & Overlook – 2000

**PROPOSED ACTIVITIES:**

1. The Pioneer Valley Planning Commission (PVPC) will serve as project manager on behalf of Jacob’s Ladder Trail Scenic Byway, Inc. (JLTSB).
2. PVPC staff will conduct the procurement process for a project designer. Preference will be given to landscape designers with prior scenic byway, trail-head and/or handicapped accessible projects.
3. The designer selected will produce completed design plans based on the application submitted to the Federal Highway Administration with ongoing guidance from JLTSB.
4. The project designer will attend regular meetings with JLTSB and MassDOT during the design process. Representatives from the Lee Land Trust and The Trustees for Reservation will be encouraged to attend and provide feedback on project development.
5. PVPC staff, in conjunction with JLTSB, will gather and prepare historical material for the site’s interpretive signage.
6. PVPC staff, in conjunction with the project designer, will conduct the procurement for project construction.
7. The contractor awarded the project will complete all work in accordance with the plans and specifications developed by the project designer and approved by MassDOT.

**PRODUCTS:**

Completed paved access driveway, parking area with accessible space, bike rack and accessible picnic table, interpretive signage and native landscaping.

Source	Budget	Est. Staff Effort
FHWA (80%)	\$21,160	14 months
MassDOT (20%)	\$5,290	4 months
TOTAL	\$26,450	18 months

Direct Labor	\$12,089
Indirect Costs	\$14,361

***Enhancing the Recreational Experience on the Connecticut River Scenic Byway***

**OBJECTIVE:**

Improve recreational access from the Byway to the Connecticut River and scenic, natural, and historic areas along the Byway, including creating a waypoint center to provide visitors with information on Byway features, history and destinations. The project will also work with existing public lands and easements, and willing landowners to develop plans for a canoe and kayak access to the Connecticut River, and several trails that link the Byway to the Connecticut River, Mount Warner,

and other nearby scenic natural resources. Most of the proposed activities will be done through the use of consultants.

**PREVIOUS WORK:**

1. Connecticut River Scenic Farm Byway Corridor Management Plan, 1998
2. Connecticut River Byway land protection project, 2010-12

**PROPOSED ACTIVITIES:**

1. Work with partners at the Porter Phelps Huntington House Museum to establish a new visitor's waypoint interpretive center at the historic museum complex in Hadley.
2. Conduct a feasibility study and develop design plans and specifications for a car-top boat access point for canoes and kayaks, with fishing access, to the Connecticut River at Ferry Road in North Hadley. Work will include surveying and purchasing of recreational easements as needed.
3. Work with the Porter Phelps Huntington House Museum, the Trustees of Reservations, the Kestrel Trust and adjacent landowners to explore feasibility and to develop design plans and specifications for an interpretive hiking trail system linking the Byway to the Connecticut River and to Mount Warner.
4. Develop design plans and specifications for improved trailhead signage, interpretive information and safe, attractive parking for the New England National Scenic Trail (NENST) near its crossing of the Connecticut River Byway. Recreational easements will be negotiated and secured on the trail route.
5. Develop a trail layout plan for a two-mile Connecticut River hiking trail segment on town-owned and private land in the Bachelor Brook/Stony Brook Conservation Area, along the Connecticut River bank near South Hadley center and linking to trails on the Mount Holyoke Range, working in concert with willing property owners. Work will also include a feasibility study for connecting this trail to the neighboring Mount Holyoke Range State Park.
6. Work with the Massachusetts Department of Conservation and Recreation and a consultant to undertake a feasibility analysis and trail layout plan for a Connecticut River hiking trail segment along the riverbank in North Hadley, focusing on state-owned land under the Department of Conservation and Recreation, and working in concert with willing private property owners to secure needed permissions and access agreements.

**PRODUCTS:**

1. New visitor's Waypoint Interpretive Center at the Porter Phelps Huntington House Museum
2. Design plans and specifications for a canoe/kayak access area on Ferry Road in North Hadley
3. Design plans and specifications for a trail that links the Byway to the Connecticut River/Porter Phelps Huntington House and Mount Warner
4. Improved trailhead, interpretive information, and safe and attractive parking for the New England National Scenic near its crossing of the Byway
5. Feasibility study and design plans for a two-mile Connecticut River hiking trail segment in South Hadley on town-owned and private land in the Bachelor Brook/Stony Brook Conservation Area

6. Feasibility study for connecting the two-mile hiking trail segment along the Connecticut River in South Hadley to the neighboring Mount Holyoke Range State Park
7. Feasibility study and design plans for a Connecticut River hiking trail segment in North Hadley, focusing on state owned land

Source	Budget	Est. Staff Effort
Scenic Byway Funds	\$203,364	24 months
TOTAL	\$203,364	24 months

Direct Labor	\$ 9,872
Indirect Costs	\$ 11,728
Direct Costs	\$181,764

## ***Connecticut River Byway Corridor Management Plan Update***

### **OBJECTIVE:**

Develop an updated corridor management plan and accompanying public participation process to recognize, interpret, preserve, and promote the Byways' unique scenic, cultural, archeological, natural, and recreational resources. This project will involve a multi-regional collaborative effort by the Franklin Regional Council of Governments (FRCOG), and the Pioneer Valley Planning Commission (PVPC) as the 38 mile Scenic Byway route passes through Franklin County (Northfield, Erving, Montague, and Sunderland) and Hampshire County (Hadley and South Hadley).

Also evaluate the expansion of the Byway on the west side of the River into the towns of Hatfield, Whately, Deerfield and Greenfield. If there is an interest on the part of these towns (Hatfield has already expressed an interest) to join the Byway, the exact route will be determined based on input received from the towns and the necessary legislation for the expanded Scenic Byway designation will be written and filed with the Massachusetts Legislature.

### **PREVIOUS WORK:**

1. Connecticut River Scenic Farm Byway Corridor Management Plan, 1998
2. Connecticut River Byway land protection project, 2010-12

### **PROPOSED ACTIVITIES:**

1. Re-invigorate and expand the two Byway Area Committees (one for Franklin County and one for Hampshire County) that will assist and guide the Corridor Management Plan Update development process.
2. Organize and conduct one public forum in each county to receive input on the Connecticut River Byway Corridor Management Plan Update.
3. Discuss and receive input from the towns of Hatfield, Whately, Deerfield, and Greenfield on the expansion of the Byway on the west side of the Connecticut River, prepare the necessary legislative language, and work with area legislators to have the special legislation for the expansion submitted for approval by the State Legislature.

4. Develop and update the corridor management plan for the Byway. The work will include completing updated inventories of the Byway resources, documenting any issues of concern, and developing recommendations to preserve and protect Byway resources while also fostering future sustainable economic development for the area. This update will also include evaluations based on the six intrinsic qualities for areas of expansion of the Byway to the west side of the river. The potential expansions routes include consideration of River Road and/or Route 5/10, although the final determination will be made based on the input from the communities.

**PRODUCTS:**

1. Two Byway Area Committees.
2. 16 Byway Area Committee quarterly meetings (quarterly) for each Byway Area Committee a total of 16 meetings
3. Two public forums (one for Franklin County and one for Hampshire County)
4. Outreach to the towns of Hatfield, Whately, Deerfield and Greenfield to determine interest in expanding the Scenic Byway.
5. Chapters of the Corridor Management Plan Update that are devoted to the documentation and assessment of and recommendations for the following along the Byway: roadway and transportation system; cultural, historic and heritage resources; natural resources; landscape features and view sheds; tourism related attractions; community planning; recreational resources and connections to the recreational resources along other neighboring Byways.
6. Maps for the plan illustrating the following: transportation infrastructure and recommended roadway improvements; historic, cultural and heritage resources; natural resources; and the locations of scenic road segments and prominent view sheds.
7. 80 copies of the Corridor Management Plan Update for the Connecticut River Byway including implementation strategies.

Source	Budget	Est. Staff Effort
Scenic Byway Funds	\$78,067	24 months
TOTAL	\$78,067	24 months

Direct Labor	\$33,303
Indirect Costs	\$39,564
Direct Costs	\$ 5,200

# FUNDING PROFILE

	Total	FHWA 3C PL	MassDOT 3C Match	Local Match	FTA S. 5303	PVTA* S. 5303 Match	PVTA S. 5307	PVTA S. 5307 Match	TCSP Grant	Scenic Byways	HUD Sustainable Communities
<b>1.0 Management &amp; Certification of the 3C Process</b>											
1.1 Management of the 3C Process	52,500	30,000	7,500		12,000	3,000					
1.2 Unified Planning Work Program	8,750	6,000	1,500			1,000	250				
1.3 Public Participation Process	23,260	12,608	3,152		6,000	1,500					
1.4 TIP Development	68,750	45,000	11,250		10,000	2,500					
1.5 Title VI and Environmental Justice	53,125	35,000	8,750		7,500	1,875					
<b>Subtotal of Section 1.0</b>	<b>206,385</b>	<b>128,608</b>	<b>32,152</b>		<b>36,500</b>	<b>9,125</b>					
<b>2.0 Technical Support &amp; Data Collection</b>											
2.1 Traffic Counting	37,500	30,000	7,500								
2.2 Regional Travel Demand Modeling/Clean Air Planning	65,625	48,000	12,000		4,500	1,125					
2.3 GIS, Mapping and Graphics	86,750	50,400	12,600		7,000	1,750	12,000	3,000			
2.4 Information Center	51,250	40,000	10,000		1,000	250					
2.5 Regional Congestion Management System - Data Collection	13,750	11,000	2,750								
2.6 Regional Pavement Management System - Data Collection	31,250	25,000	6,250								
<b>Subtotal of Section 2.0</b>	<b>286,125</b>	<b>204,400</b>	<b>51,100</b>		<b>12,500</b>	<b>3,125</b>	<b>12,000</b>	<b>3,000</b>			
<b>3.0 RTP Planning</b>											
3.1 Regional Performance Measures	17,500	14,000	3,500								
3.2 Transit System Surveys & Route Implementation	143,750				50,000	12,500	65,000	16,250			
3.3 Interstate Route I-91 Corridor Planning Assistance	43,750	35,000	8,750								
3.4 Regional Freight Planning	15,000	12,000	3,000								
3.5 Regional Congestion Management System - Project Development	112,724	82,179	20,545		8,000	2,000					
3.6 Regional Pavement Management System - Project Development	42,500	34,000	8,500								
3.7 Route 9 Safety and Livability Study - Northampton	40,000	32,000	8,000								
3.8 Regional Safety and Planning Studies	125,000	95,000	23,750		5,000	1,250					
3.9 Intelligent Transportation Systems (ITS) and Regional Evacuation Planning	37,500	25,000	6,250		5,000	1,250					
3.10 Climate Change Implementation	14,000	11,200	2,800								
3.11 Green Streets and Infrastructure	7,500	6,000	1,500								
3.12 Connecticut River Walk & Bikeway Coordination	5,000	4,000	1,000								
<b>Subtotal of Section 3.0</b>	<b>604,224</b>	<b>350,379</b>	<b>87,595</b>		<b>68,000</b>	<b>17,000</b>	<b>65,000</b>	<b>16,250</b>			
<b>4.0 Ongoing Transportation Planning</b>											
4.1 Regional Transit Planning	196,966				79,573	19,893	78,000	19,500			
4.2 Paratransit Planning Assistance	18,750				10,000	2,500	5,000	1,250			
4.3 Implementing the Regional Land Use Plan	28,250	22,600	5,650								
4.4 Regional Bicycle & Pedestrian Planning	43,750	35,000	8,750								
4.5 Local Technical Assistance	28,500	22,800	5,700								
4.6 Local Pavement Management Program	4,000			4,000							
4.7 Scenic Byways Support	8,750	7,000	1,750								
4.8 Merrick/Memorial Neighborhood Plan Implementation	171,280								171,280		
4.9 Pioneer Valley Trails Map and Website	8,000	6,400	1,600								
4.10 Support for Transit Oriented Development (TOD)	7,500	6,000	1,500								
4.11 Regional Bicycle Commute Week	13,000	10,400	2,600								
4.12 Bicycle and Pedestrian Linkages Study	7,500	6,000	1,500								
4.13 Massachusetts-Connecticut Sustainable Knowledge Corridor	49,513										49,513
4.14 Route 112 (Hampshire County) and Jacob's Ladder Trail Scenic Byways	68,375								68,375		
<b>Subtotal of Section 4.0</b>	<b>654,134</b>	<b>116,200</b>	<b>29,050</b>	<b>4,000</b>	<b>89,573</b>	<b>22,393</b>	<b>83,000</b>	<b>20,750</b>	<b>171,280</b>	<b>68,375</b>	<b>49,513</b>
<b>MHD 3C Direct Costs</b>	<b>25,000</b>	<b>20,000</b>	<b>5,000</b>								
<b>Program Sum</b>	<b>1,775,868</b>	<b>819,587</b>	<b>204,897</b>	<b>4,000</b>	<b>206,573</b>	<b>51,643</b>	<b>160,000</b>	<b>40,000</b>	<b>171,280</b>	<b>68,375</b>	<b>49,513</b>

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



## FUNDING SUMMARY

<b>Transportation Funding</b>	<b>Value</b>	<b>% of Total</b>
FHWA PL (80%)	\$ 819,587.00	21.42%
MassHighway PL (20% match)	\$ 204,897.00	5.35%
FTA Section 5307 (80%)	\$ 160,000.00	4.18%
PVTA Section 5307 (20% match)	\$ 40,000.00	1.05%
FTA Section 5303 (80%)	\$ 206,573.00	5.40%
PVTA Section 5303 (20% match)	\$ 51,643.00	1.35%
Local Funds (includes in-kind contributions)	\$ 4,000.00	0.10%
Scenic Byways	\$ 68,375.00	1.79%
USDOT TCSP Grants	\$ 171,280.00	4.48%
*HUD Sustainable Communities Grant	\$ 2,100,000.00	54.88%
<b>Total</b>	<b>\$ 3,826,355.00</b>	<b>100.00%</b>

<b>Other Funding</b>	<b>Value</b>	<b>% of Total</b>
Other Commonwealth of Massachusetts	\$ 1,085,522.00	23.56%
US Environmental Protection Agency	\$ 620,000.00	13.46%
US Department of Transportation	\$ 410,000.00	8.90%
US Department Health/Human Services	\$ 640,000.00	13.89%
US Economic Development Administration	\$ 75,000.00	1.63%
US Department of Energy	\$ 5,000.00	0.11%
Local Grants	\$ 1,678,000.00	36.43%
Local Assessments	\$ 93,000.00	2.02%
<b>Total</b>	<b>\$ 4,606,522.00</b>	<b>100.00%</b>

<b>Overall Funding</b>	<b>Value</b>	<b>% of Total</b>
FHWA PL (80%)	\$ 819,587.00	9.72%
MassHighway PL (20% match)	\$ 204,897.00	2.43%
FTA Section 5307 (80%)	\$ 160,000.00	1.90%
PVTA Section 5307 (20% match)	\$ 40,000.00	0.47%
FTA Section 5303 (80%)	\$ 206,573.00	2.45%
PVTA Section 5303 (20% match)	\$ 51,643.00	0.61%
Local Funds (includes in-kind contributions)	\$ 4,000.00	0.05%
Scenic Byways	\$ 68,375.00	0.81%
USDOT TCSP Grants	\$ 171,280.00	2.03%
*HUD Sustainable Communities Grant	\$ 2,100,000.00	24.90%
Other Commonwealth of Massachusetts	\$ 1,085,522.00	12.87%
US Environmental Protection Agency	\$ 620,000.00	7.35%
US Department of Transportation	\$ 410,000.00	4.86%
US Department Health/Human Services	\$ 640,000.00	7.59%
US Economic Development Administration	\$ 75,000.00	0.89%
US Department of Energy	\$ 5,000.00	0.06%
Local Grants	\$ 1,678,000.00	19.90%
Local Assessments	\$ 93,000.00	1.10%
<b>Total</b>	<b>\$ 8,432,877.00</b>	<b>100.00%</b>

\* Denotes Pass-through Funding

## SUMMARY OF COMMENTS ON UPWP

<b>Task/Section</b>	<b>Comment</b>	<b>From</b>	<b>Response</b>
3.4 - Regional Freight Planning	Please consider adding a regional freight plan.	MassDOT	A regional freight plan will be added to the proposed activities and products
1.3 - Public Participation Process 1.5 - Title VI and Environmental Justice	Ensuring that the 3C transportation planning process is accessible to all individuals, including members of Title VI, Environmental Justice (EJ), and Limited English Proficiency (LEP) communities is a central federal and state priority. The MPO process must engage these populations and reach out to them throughout all transportation planning-related efforts. Data collection and analysis practices in the UPWP should reflect the needs of these populations.	MassDOT	The Pioneer Valley MPO has and will continue to place a strong emphasis on enhancing opportunities for public outreach and providing accessible products. The specific needs of the Title VI, EJ, and LEP populations are fully considered prior to any data collection and analysis performed as part of the UPWP.
Introduction	Please consider adding an executive summary to aid in making the document more accessible to the reader.	MassDOT	An executive summary will be included in the final UPWP.
1.3 - Public Participation Process	Please consider a reference or sub-task for coordination of Title VI efforts to align with Task 1.3 Public Participation Plan	MassDOT	Additional activities will be added to Task 1.3 to further coordinate activities with ongoing Title VI efforts.
MPO Membership	Please consider including a map of the MPO region that shows the various sub-regional boundaries so that the reader unfamiliar with the region will understand the municipalities included in each sub-region.	MassDOT	A map of the MPO with defined sub-regions will be included in the final UPWP.
General	All Tasks should have schedules for completion or milestone dates/timeframes provided. While the Estimated Completion Schedule of Planning Activities, on pg. 52, provides useful schedule information, there are likely several tasks, like 2.5 and 2.6, CMP Data Collection and PMS Data Collection, which cannot be conducted throughout the year, due to inclement weather that interrupts such activities for months at a time. For these tasks, please use months or seasons to estimate their schedule.	FHWA	Additional information will be provided in the final UPWP as requested.
Cover Page	FHWA and FTA and Ex-Officio members but also Non-Voting members	FHWA	The "non-voting" designation will be added to the cover page.
Introduction	Please provide the reader with a brief discussion of the latest transportation legislation, MAP-21, and refer to the emphasis it places on a performance based Program, including the seven national goal areas (attached). This text should also include a general discussion of how the MPO plans to address the approach, including the creation of Task 3.1, Regional Performance Measures. Perhaps reference to particular tasks in Work Element 3 would be sufficient.	FHWA	Additional information will be provided in the final UPWP as requested.

Task/Section	Comment	From	Response
3.3 - I-91 Corridor Planning Assistance	<p>Please see Task 3.3, I-91 Corridor Planning Assistance. FHWA recommends that the PVPC enhance the description of the Objective and Proposed Activities provided for Task 3.3 using portions of the description for the study included in Part 1 of the SPR Work Program provided below:</p> <p><b>I-91 Viaduct Study in Springfield</b></p> <p>The purpose of this project is to conduct a conceptual planning study that will evaluate alternative alignments for Interstate 91 between State Street and the interchange with I-291 in Springfield, Massachusetts. Currently this segment of I-91 is carried on a viaduct that has shown significant deterioration. While still safe for travel, the viaduct will soon need repairs that are anticipated to carry a significant cost. This project will evaluate alternative alignments of I-91, including at-grade and below-grade alternatives, which would be less disruptive to the urban environment and provide a regional highway connection that is more environmentally and financially sustainable than the existing conditions. A full range of alternatives, including interchange, highway, and non-highway improvements as well as multimodal options, will be developed and analyzed as the study progresses. A recommended plan of future scheduled transportation improvements (short-term and long-term), based on the alternatives analysis, will be the end product of this project with preliminary cost estimates (there are no detailed design elements, and this study would not be project development-oriented).</p>	FHWA	Additional information will be provided in the final UPWP as requested.
Work Element 3	<p>There are several tasks that lend themselves quite closely to the seven national goal areas under Performance Measures. Since the rulemaking that is anticipated has not yet occurred, please tie these tasks to the appropriate goal area in the text of the particular tasks. Aside from Task 3.1, some examples that are related to the goal areas are: 3.4 through 3.8 and 3.10. At this point, FHWA recommends that PVPC review each of these tasks and relate the activities to the initiative that the appropriate goal area addresses. We would support taking credit for doing work that already addresses the new requirements that Performance Measures places on MPOs and we consider this progressive.</p>	FHWA	Additional information on the seven national goal areas will be incorporated into the Final UPWP as requested.

# MPO ENDORSEMENT

## 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 July 9, 2013 and discussed the following item for endorsement: The Pioneer Valley Region's Federal Fiscal Year 2014 Unified Planning Work Program (UPWP)

### Massachusetts Department of Transportation (Mass DOT)

I, Secretary of the Massachusetts Department of Transportation, hereby

Endorse       Do Not Endorse      the above referenced item.

  
Richard Davey  
Secretary & CEO Mass DOT

9 Jul 13  
Date

### Massachusetts Department of Transportation Highway Division

I, Acting Administrator of the Highway Division of MassDOT, hereby

Endorse       Do Not Endorse      the above referenced item.


  
Frank DePaola  
Highway Administrator, Mass DOT

07/09/13  
Date

### Pioneer Valley Planning Commission (PVPC)

I, Chair of the Pioneer Valley Planning Commission, hereby

Endorse       Do Not Endorse      the above referenced item.

  
Walter Gurf  
Chair - PVPC

7/8/13  
Date

### Pioneer Valley Transit Authority (PVTA)

I, Administrator of the Pioneer Valley Transit Authority, hereby

Endorse       Do Not Endorse      the above referenced item.

  
John Musante  
Chair - PVTA

7/9/2013  
Date

### City of Chicopee

I, Mayor of the City of Chicopee, hereby

Endorse       Do Not Endorse      the above referenced item.

  
Michael Bissonnette

7/8/13  
Date



