

**FY 2017**

**Unified Planning Work Program**

**FINAL**

**Regional Intergovernmental Council**

**Transportation Planning Section**

**June 9, 2016**

**315 D Street ▪ South Charleston, WV ▪ 25303**



## **The Unified Planning Work Program**

The Unified Planning Work Program (UPWP) details the transportation planning work activities to be performed by the Regional Intergovernmental Council (RIC) transportation planning staff during Fiscal Year 2017. It can also, by extension, become an important vehicle for implementing elements of the current Long-Range Transportation Plan (LRTP). To this end, when feasible, LRTP projects will be programmed in UPWP work tasks.

The RIC LRTP is updated on a four-year cycle. RIC's last LRTP update, Metro Mobility 2040, was completed and adopted by the RIC Policy Board on September 13, 2013. Within any work activity that produces recommendations for improvements, guidelines and policies from the LRTP will be applied and/or recommended.

The primary focus of RIC's transportation planning efforts and resources in FY 2017 will be performing an update to the RIC LRTP. The base year for the plan will be updated to 2015 and the horizon year will be updated to 2045. RIC transportation planning staff will be partnering with transportation consulting professionals with Kimley-Horn, Inc. in order to produce the plan update. The target date for adoption of the plan update by the RIC Policy Board is September 2017.

The RIC transportation planning staff plans to develop a congestion management process (CMP) and plan for the entire transportation planning area of Kanawha and Putnam counties. This process will develop goals and objectives for reducing regional traffic congestion, establish measures of transportation system performance, collect data to determine the extent and duration of congestion, identify congestion management strategies and congestion reduction projects, and evaluate the effectiveness of implemented strategies. The CMP will be developed in tandem with the LRTP update and will share many of the LRTP update components and activities. As part of the Huntington, WV Urbanized Area Transportation Management Area (TMA), RIC partnered in 2014 with its sister agency in Huntington, the KYOVA Interstate Planning Commission MPO, on the development of a congestion management process for that area, which includes a small portion of Putnam County. The existing CMP will continue to function as the CMP of record for that portion of Putnam that is within the TMA. The CMP which

will be developed for the entirety of RIC's transportation planning area will advise and make recommendations to the TMA CMP. RIC staff will coordinate these efforts with KYOVA staff and on any other planning activities which may jointly affect both planning regions.

RIC transportation planning staff also plans to assist the Kanawha Valley Regional Transportation Authority (KVRTA) with several transit planning tasks and will be working closely with their staff to perform these initiatives. RIC staff also plan to perform other minor transportation planning effort in FY 2017, including a pedestrian facilities update and an update to RIC's Commuting Trends Report.

Many of RIC's transportation planning activities are guided by initiatives and provisions contained within the most recent federal surface transportation legislation, known as the Fixing America's Surface Transportation Act (FAST Act) and also the previous legislation, known as the Moving Ahead for Progress in the 21st Century Act (MAP-21). A key feature of MAP-21 calls for the establishment of a performance and outcome-based transportation planning process at the metropolitan level. This process focuses on setting, monitoring and attaining system performance goals with the intended result of maximizing effectiveness of transportation funding and making progress toward the achievement of national transportation goals. As such, RIC will incorporate performance-based planning into its planning work program as guidance continues to be provided by FHWA and WV DOH officials during Fiscal Year 2017.

Transportation safety is another area of emphasis. RIC's UPWP recognizes this and endeavors to incorporate Safety Conscious Planning into all recommendations and planning efforts.

## **FAST Act Performance Measures**

The Fixing America's Surface Transportation Act (FAST Act) specifies certain performance measures to be included by the RIC in the development of transportation programs and plans. Listed below is a summary of how the RIC's FY 2017 Unified Planning Work Program plans to address and incorporate these performance measures.

**1) Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency.**

UPWP Element 301117 (Long Range Plan Development) – provides for development and update of a multimodal plan to promote efficient and safe transportation of people, goods and services in the region, thus promoting economic opportunities and opening local business activities to a broader market base.

**2) Increase the safety of the transportation system for motorized and non-motorized users.**

UPWP Element 301117 (Long Range Plan Development) and Element 301417 (Short-Range Planning) – incorporate Safety Conscious Planning in the Long Range Transportation Plan and Intersection and Corridor improvement recommendations. Consider the safe use of facilities in planning for bicycle and pedestrian recommendations in the LRTP.

**3) Increase the security of the transportation system for motorized and non-motorized users.**

UPWP Element 301117 (Long Range Plan Development) – coordinate with, and provide assistance to, the WV Department of Military Affairs and other local law enforcement agencies on Homeland Security issues as requested.

**4) Increase the accessibility and mobility of people and freight.**

UPWP Element 301117 (Long Range Plan Development) – provides for outreach to freight transportation providers and alternate uses of facilities to move people and goods. UPWP Element 301717 (General Transit Planning) includes several work activities intended to enhance regional transit opportunities.

**5) Protect and enhance the environment, promote energy conservation, and improve quality of life, and promote consistency between transportation improvements and state and local planned growth and economic development patterns.**

UPWP Elements 301117 (Long Range Plan Development), 301217 (Transportation Improvement Program), 301717 (General Transit Planning), and 301417 (Short-Range Planning) – these elements provide, promote and/or recommend projects which are air quality neutral, improve air quality by reducing vehicle use, reduce congestion, promote increased traffic flow efficiency, and/or provide alternate transportation modes. Additionally, Elements 301117 and 301217 advance and/or recommend projects consistent with local planned economic and growth areas to provide efficient transportation services which encourage economic development.

The development of a Congestion Management Process (CMP) for the RIC transportation planning area will identify areas of traffic congestion and develop strategies and improvement projects for reducing area congestion, resulting in a decrease in mobile pollution emissions and traffic delays.

**6) Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight.**

UPWP Element 301117 (Long Range Plan Development) and Element 301217 (Transportation Improvement Program) - promote plans and projects involving all modes of transportation and connections among facilities.

**7) Promote efficient system management and operation.**

Element 301417 (Short-Range Planning) – promote projects to improve traffic flow and improve intersection and corridor operations.

**8) Emphasize the preservation of the existing transportation system**

UPWP Element 301117 (Long Range Plan Development), Element 30117 (Transportation Improvement Program) and Element 301417 (Short-Range Planning) - promote improvements to and maintenance of the existing transportation system.

**FINAL  
RIC Transportation Planning Budget  
FY 2017**

<b>Element Number</b>	<b>Work Element</b>	<b>Federal FHWA</b>	<b>Local RIC</b>	<b>Local KVRTA</b>	<b>Local WVDOT</b>	<b>Total Match</b>	<b>Total</b>	<b>Person Months</b>
301017	Management & Administration	75,200	6,800	2,600	9,400	18,800	94,000	12.0
301117	Long-Range Transportation Plan	273,487	30,586	3,600	34,186	68,372	341,859	43.5
301217	Transportation Improvement Program	30,400	2,800	1,000	3,800	7,600	38,000	4.8
301417	Short-Range Transportation Planning	25,600	3,200		3,200	6,400	32,000	4.1
301417	Database/GIS	43,841	5,480		5,480	10,960	54,801	7.0
301417	General Transit Planning	28,800	800	2,800	3,600	7,200	36,000	4.6
301417	Special Studies	25,600	3,200		3,200	6,400	32,000	4.1
		<b>502,928</b>	<b>52,866</b>	<b>10,000</b>	<b>62,866</b>	<b>125,732</b>	<b>628,660</b>	80



## Sub-Elements

### 301017 Management and Administration

Element #	301017
Total Cost	\$ 94,000
Participating Agencies:	
USDOT	\$ 75,200
WVDOT	\$ 9,400
KVRTA	\$ 2,600
RIC	\$ 6,800
Person Months:	12.8

#### Description:

- 1) Complete transportation planning-related submissions including progress reports, invoices, budgets, audits, contracts and applications as required throughout the fiscal year.
- 2) Supervise daily transportation planning activities performed by RIC staff.
- 3) Continue maintenance of the 3-C Planning Process.
- 4) Review and amend, as needed, all contracts and agreements which impact the transportation planning process.
- 5) Continue the Transportation Technical Advisory Committee activities in the Transportation Planning Process.
- 6) Continue local transit coordination activities with KVRTA.
- 7) Conduct needed planning, monitoring and administrative review functions.
- 8) Maintain RIC's public participation process.
- 9) Develop coordination procedures with all transportation-related resource agencies.
- 10) Convene regular and special meetings of the RIC Policy Board for the purpose of discussing, debating and making decisions regarding regional transportation issues.

## **Work Activities:**

- 1) Recommend transportation planning activities, policies, projects and priorities to the RIC Policy Board.
- 2) Maintain necessary staffing levels and provide staff training, as needed, to meet the demands of the transportation planning process.
- 3) Maintain records, reports, budgets, financial records and applications as needed.
- 4) Maintain technical committees (TTAC and ad hoc as necessary), including such activities as distributing meeting notices, minutes, planning study information, maintenance of membership, and orientation of members.
- 5) Provide information and education to the Transportation Technical Advisory Committees on RIC's ongoing transportation planning activities.
- 6) Prepare agendas, meeting notices, minutes, reports and special assignments to assist the public participation program. Develop procedures to meet the goals of environmental justice regulations.
- 7) Review applications for the Transportation Alternatives and National Recreation Trails Fund grant programs. Assist local governments, as requested, in developing grant applications for transportation improvement projects. Provide grant administration for transportation improvement projects as requested.
- 8) Monitor, and coordinate with, all WVDOT transportation planning studies and any other transportation planning efforts by other agencies within the region.
- 9) Coordinate transportation planning activities with local, regional and statewide resource agencies.
- 10) Continue implementation of MAP-21 transportation planning requirements.
- 11) Maintain RIC's website and post appropriate documents and notices on it.
- 12) Produce the "RIC Messenger" quarterly newsletter and the RIC Annual Report as part of RIC's public participation program.
- 13) Hold at least three (3) regular meetings and one (1) annual meeting of the RIC Policy Board; hold at least four (4) RIC Executive Committee meetings. Undertake

all activities to establish, schedule, and hold said meetings, including publicity, records, and reports both before and after such meetings.

**Products:**

- 1) Two (2) progress reports.
- 2) FY 2017 Budget and Unified Planning Work Program (UPWP).
- 3) Minutes and agendas of TTAC Meetings.
- 4) Funding applications and financial records as required.
- 5) Web-based transportation planning documents and notices.
- 6) Three (3) issues of the “RIC Messenger” quarterly newsletter and one (1) RIC Annual Report.
- 7) Agendas, minutes, and all meeting materials for RIC Policy Board meetings.

**301117 Long-Range  
Transportation Plan**

Element #	301117
Total Cost	\$ 341,859
Participating Agencies:	
USDOT	\$ 273,487
WVDOT	\$ 34,186
KVRTA	\$ 3,600
RIC	\$ 30,586
Person Months:	43.5

**Description:**

During FY 2017, the RIC transportation planning staff, in partnership with the consulting team from Kimley-Horn, Inc. will continue work begun in FY 2016 on the RIC 2045 Long-Range Transportation Plan (LRTP) update. The existing LRTP was adopted by the RIC Policy Board in September 2013. The target date for adoption of the 2045 LRTP update is September 2017. This plan will update the base year to 2015 and its horizon year to 2045. Unlike previous plan updates, an air quality conformity analysis will not be included, although an air quality conformity determination will be performed. The LRTP update process will also include the development of a Congestion Management Process (CMP) for the RIC transportation planning area consisting of Kanawha and Putnam counties. The CMP development process will share many components and activities with the LRTP update process.

**Work Activities:**

- 1) Conduct open house-style public meetings for the general public in Kanawha and Putnam counties for the RIC 2045 LRTP.
- 2) Conduct meetings with key stakeholders within the study area for the RIC 2045 LRTP.
- 3) Conduct RIC 2045 LRTP update briefing for the RIC Policy Board.
- 4) Conduct meetings of the RIC 2045 steering committee.

- 5) Conduct meetings with minority and disadvantaged groups within the study area for the RIC 2045 LRTP in order to comply with policies contained within the RIC Title IV Plan.
- 6) Conduct web-based public participation for the RIC 2045 LRTP.
- 7) Develop a Public Participation Report summarizing all of the activities and findings developed during the 2045 LRTP update.
- 8) Develop updated 2045 regional demographic, employment and traffic count forecasts for use with RIC's travel demand model.
- 9) Update RIC's travel demand model to a 2015 base year and a 2045 horizon year utilizing updated demographic, employment and traffic count forecast data.
- 10) Review base year traffic data and studies in order to identify existing conditions for congestion and safety.
- 11) Develop future 2045 roadway network.
- 12) Develop future 2045 roadway network conditions forecast employing RIC's travel demand model.
- 13) Review the Huntington TMA Congestion Management Process and incorporate relevant strategies and projects from that document into the 2045 LRTP.
- 14) Develop an initial list of recommended transportation improvement projects.
- 15) Develop a draft 2045 unconstrained network with a set of alternative recommendations.
- 16) Develop a final financially unconstrained transportation improvement project list and determine performance results of the future recommended network employing RIC's travel demand model.
- 17) Review existing transit plans, policies, routes and projects in order to determine existing transit conditions and identify and potential deficiencies.
- 18) Develop a list of recommended transit improvement projects or policies for incorporation into the 2045 LRTP transit element.
- 19) Update the transit element of the LRTP with current transit data and incorporate recommended transit improvement projects and policies.

- 20) Perform a review of existing bicycle and pedestrian plans and conditions within the study area. Identify any potential deficiencies or needs and develop a list of recommended improvement projects or policies to address the deficiencies.
- 21) Update the Bicycle and Pedestrian element of the 2045 LRTP with current regional bicycle and pedestrian data. Incorporate recommended bicycle and pedestrian improvement projects and policies into bike/ped element.
- 22) Perform a review of existing freight plans and conditions within the study area. Identify any potential freight deficiencies or needs and develop a list of recommended improvement projects or policies to address the deficiencies.
- 23) Update the Freight element of the 2045 LRTP with current regional freight data. Incorporate recommended freight improvement projects and policies into the Freight element.
- 24) Perform a review of existing transportation safety and security plans, policies and conditions within the study area. Identify any potential safety and security deficiencies or needs and develop a list of recommended improvement projects or policies to address the deficiencies.
- 25) Update the Safety and Security element of the 2045 LRTP with current regional safety and security data. Incorporate recommended safety and security improvement projects and policies into the Safety and Security element.
- 26) Develop planning-level cost estimates for financially constrained recommended transportation improvement projects.
- 27) Develop an estimate of available transportation improvement funding available to the study area over the life of the plan.
- 28) Update the Financial element of the 2045 LRTP with current data. Identify potential innovative or alternative transportation improvement project funding sources.
- 29) Develop a customized prioritization and scoring methodology for ranking recommended transportation improvement projects.
- 30) Calculate the score of individual transportation improvement projects and rank their priority based upon their individual scores.

- 31) Prepare the financially constrained transportation improvement project list.
- 32) Develop a transportation improvement project implementation plan.]
- 33) Update the transportation air quality conformity element of the 2045 LRTP and document the air quality conformity determination contained within the element.
- 34) Prepare a draft 2045 LRTP document for review by stakeholder agencies, RIC staff and the general public.
- 35) Prepare a final 2045 LRTP document and stand-alone executive summary
- 36) Present the findings and recommendations contained within the final 2045 LRTP to the RIC Policy Board and to the WV Division of Highway management staff.
- 37) Identification of congestion management-specific goals and objectives
- 38) Define the congestion management process network
- 39) Develop congestion reduction performance measures and targets
- 40) Identify key data sources and availability of data, and make recommendations for efficient ways to sustain an ongoing performance evaluation process
- 41) Identify congestion and travel time reliability issues making use of data from the LRTP development
- 42) Develop a tool box of strategies
- 43) Recommend procedures for program implementation
- 44) Develop a report card format for monitoring system wide strategy effectiveness along with highlights of key focus areas
- 45) Document the congestion management process

## **Products**

- 1) Open house-style public meetings for the general public in Kanawha and Putnam counties for the RIC 2045 LRTP.
- 2) Meetings with key stakeholders within the study area for the RIC 2045 LRTP.
- 3) RIC 2045 LRTP update briefing for the RIC Policy Board.
- 4) Meetings of the RIC 2045 steering committee.
- 5) Meetings with minority and disadvantaged groups within the study area for the RIC 2045 LRTP in order to comply with policies contained within the RIC Title IV Plan.
- 6) Web-based public participation for the RIC 2045 LRTP.
- 7) Public Participation Report summarizing all of the activities and findings developed during the 2045 LRTP update.
- 8) Updated 2045 regional demographic, employment and traffic count forecasts for use with RIC's travel demand model.
- 9) Updated RIC's travel demand model to a 2015 base year and a 2045 horizon year utilizing updated demographic, employment and traffic count forecast data.
- 10) Base year traffic data and studies review in order to identify existing conditions for congestion and safety.
- 11) Future 2045 roadway network.
- 12) Future 2045 roadway network conditions forecast employing RIC's travel demand model.
- 13) Incorporation of relevant strategies and projects from the Huntington TMA Congestion Management Process into the 2045 LRTP.
- 14) Initial list of recommended transportation improvement projects.
- 15) Draft 2045 unconstrained network with a set of alternative recommendations.



- 16) Final financially unconstrained transportation improvement project list and determination of performance results of the future recommended network employing RIC's travel demand model.
- 17) Existing transit plans, policies, routes and projects review.
- 18) List of recommended transit improvement projects or policies for incorporation into the 2045 LRTP transit element.
- 19) Updated transit element of the LRTP with current transit data and recommended transit improvement projects and policies.
- 20) Existing bicycle and pedestrian plans and conditions review. List of recommended improvement projects or policies to address deficiencies.
- 21) Updated Bicycle and Pedestrian element with current regional bicycle and pedestrian data and recommendations for bicycle and pedestrian improvement projects and policies.
- 22) Existing freight plans and conditions review. List of recommended improvement projects or policies to address deficiencies.
- 23) Updated Freight element with current regional freight data including recommended freight improvement projects and policies.
- 24) Existing transportation safety and security plans review. Identification of potential safety and security deficiencies or needs. List of recommended improvement projects or policies to address the deficiencies.
- 25) Updated Safety and Security element of the 2045 LRTP with current regional safety and security data. Incorporation of recommended safety and security improvement projects and policies into the Safety and Security element.
- 26) Planning-level cost estimates for financially constrained recommended transportation improvement projects.
- 27) Estimate of available transportation improvement funding available to the study area over the life of the plan.
- 28) Updated Financial element of the 2045 LRTP with current data. Identification of potential innovative or alternative transportation improvement project funding sources.

- 29) Customized prioritization and scoring methodology for ranking recommended transportation improvement projects.
- 30) Individual transportation improvement projects scoring and ranking of their priority based upon their individual scores.
- 31) Financially constrained transportation improvement project list.
- 32) Transportation improvement project implementation plan.
- 33) Updated transportation air quality conformity element of the 2045 LRTP and documentation of the air quality conformity determination.
- 34) Draft 2045 LRTP document for review by stakeholder agencies, RIC staff and the general public.
- 35) Final 2045 LRTP document and stand-alone executive summary
- 36) Presentation of the findings and recommendations contained within the final 2045 LRTP to the RIC Policy Board and to the WV Division of Highway management staff.
- 37) Congestion management goals and objectives
- 38) Congestion management process network
- 39) Congestion reduction performance measures and targets
- 40) Recommendations for efficient ways to sustain an ongoing performance evaluation process
- 41) Identification of congestion and travel time reliability issues
- 42) Congestion reduction strategy tool box
- 43) Recommendations for program implementation procedures
- 44) Development of a report card format for monitoring system wide strategy effectiveness along with highlights of key focus areas
- 45) Documentation of the congestion management process

**301217 Transportation Improvement Program (TIP)**

Element #	301217
Total Cost	\$ 38,000
Participating Agencies:	
USDOT	\$ 30,400
WVDOT	\$ 3,800
KVRTA	\$ 1,000
RIC	\$ 2,800
Person Months:	5.2

**Description:**

- 1) Advance candidate transportation projects for inclusion in the TIP.
- 2) Amend the TIP as needed, including adding new transportation improvement projects, as well as revising funding amounts and type, schedule, etc.
- 3) Maintain a database indicating the status of all highway and transit improvement projects included within the TIP.
- 4) Incorporate performance-based planning into the TIP and ensure that all TIP projects incorporate performance-based planning.
- 5) Ensure RIC's TIP and all transportation projects contained within it comply with all federal Clean Air Act requirements.
- 6) Ensure RIC's TIP and all transportation projects contained within it comply with all federal Title VI program and Environmental Justice requirements.

**Work Activities:**

- 1) Coordinate and receive candidate transportation improvement projects for inclusion in the TIP from the West Virginia Division of Highways, the Kanawha Valley Regional Transportation Authority, the West Virginia Division of Transit and other agencies.
- 2) Update the TIP document, including the addition of amendments.

- 3) Update RIC's TIP transportation improvements projects database as needed.
- 4) Provide proposed TIP amendments and accompanying project descriptions to RIC's Transportation Technical Advisory Committee (TTAC) and Policy Board for review and approval.
- 5) Determine air quality conformity status of proposed TIP amendments.
- 6) Review all proposed TIP amendments to ensure conformity with performance-based planning requirements.
- 7) Review all proposed TIP amendments to ensure conformity with federal Clean Air Act requirements.
- 8) Review all proposed TIP amendments to ensure conformity with federal Title VI and Environmental Justice requirements.
- 9) Perform any other tasks necessary for compliance with the FAST ACT, CAA and Title VI.
- 10) Publish legal notices within the Charleston Gazette advertising any proposed amendments to the TIP.
- 11) Prepare an annual list of approved transportation improvement projects obligated by WV DOT during the previous fiscal year.
- 12) Maintain currently adopted TIP document and amendments list on RIC's website.

**Products:**

- 1) TIP amendments, including new projects and administrative amendments
- 2) TIP projects database
- 3) Published legal notices in Charleston Gazette
- 4) Annual list of state-obligated projects
- 5) Publication of RIC's current TIP and amendments on RIC's website

## 301417 Short-Range Planning

Element #	301417
Total Cost	\$ 32,000
Participating Agencies:	
USDOT	\$ 25,600
WVDOT	\$ 3,200
RIC	\$ 3,200
Person Months:	4.4

### Description:

- 1) Provide transportation planning assistance and technical support to local governments within Kanawha and Putnam counties and to the Putnam County Transportation Committee.
- 2) Work in collaboration with the KYOVA Interstate Planning Commission MPO on the ongoing implementation and administration of the Congestion Management Plan and Process for the Putnam County portion of the Huntington TMA.
- 3) As may be needed, work cooperatively with KYOVA on any transportation projects or plans that may impact or be located within the Putnam County portion of the Huntington TMA.
- 4) Begin implementation of Transportation Performance Management (TPM) practices as guidance is provided by the Federal Highways Administration (FHWA) and WV DOH. Integrate TPM into RIC's transportation planning process where applicable.
- 5) Perform an update of RIC's current intersection study guidelines and methodologies.
- 6) Coordinate with RIC's Comprehensive Economic Development Strategy (CEDS) to ensure consistency between the CEDS and transportation projects and strategies.

**Work Activities:**

- 1) Perform transportation planning assistance and technical support to local governments within Kanawha and Putnam counties and to the Putnam County Transportation Committee.
- 2) Administer and monitor the Putnam County portion of the Huntington TMA Congestion Management Process.
- 3) Perform work in cooperation with KYOVA on transportation projects or plans that may impact or be located within the Putnam County portion of the Huntington TMA.
- 4) Implement and integrate Transportation Performance Management practices into the RIC transportation planning program as appropriate.
- 5) Update RIC's current intersection study guidelines and methodologies.
- 6) Assist in development of RIC's Comprehensive Economic Development Strategy (CEDS) to ensure consistency between the CEDS and transportation projects and strategies.

**Products:**

- 1) Transportation planning assistance and technical support to local governments within Kanawha and Putnam counties
- 2) Collaborative work with KYOVA on the Congestion Management Plan and Process for Putnam County portion of Huntington TMA
- 3) Collaborative work with KYOVA on transportation plans and studies for Putnam County portion of Huntington TMA
- 4) Transportation Performance Management practices integration into the RIC transportation planning program
- 5) Updated Intersection study guidelines and methodologies report
- 6) 5-Year Comprehensive Economic Development Strategy (CEDS) transportation planning element.

**301617 Transportation Database/  
Travel Demand Model/  
Geospatial Information  
System (GIS)**

Element #	301617
Total Cost	\$ 54,801
Participating Agencies:	
USDOT	\$ 43,841
WVDOT	\$ 5,480
RIC	\$ 5,480
Person Months:	7.5

**Description:**

- 1) Maintain transportation database, including all current data required for travel demand model and other transportation planning activities.
- 2) Continue development of GIS system, including staffing, hardware, software, mapping and data.
- 3) Maintain and improve the RIC travel demand model as needed.
- 4) Maintain and update RIC's intersection accident database and the highway segment accident database.
- 5) Maintain and update highway traffic counts and the highway straight line diagram documents.
- 6) Respond to census data, census data mapping, traffic count data and traffic count mapping requests from RIC staff, regional agencies, businesses, and the general public.
- 7) Provide GIS services and mapping to the Kanawha Valley Regional Transportation Authority (KVRTA).
- 8) Provide mapping, geospatial analysis and data presentation support for RIC's 2045 LRTP update.

**Work Activities:**

- 1) Continue the acquisition and updates of GIS base mapping for adequate presentation and analysis of transportation data, and other presentation data as required.
- 2) Continue training of staff in the use of GIS for RIC's transportation planning program.
- 3) Upgrade GIS hardware and software components as needed.
- 4) Provide maps and data for RIC transportation planning activities and to assist local governments.
- 5) Incorporate accident, traffic volume and other transportation data into RIC's GIS.
- 6) Provide training for RIC staff in the use of GIS and travel demand model platforms.
- 7) Update RIC's travel demand model to a base year of 2015 and a horizon year of 2045 as part of RIC's Long-Range Transportation Plan Update.
- 8) Coordinate with the WVDOT on all regional and statewide GIS activities.
- 9) Provide GIS services and mapping to the Kanawha Valley Regional Transportation Authority (KVRTA)
- 10) Perform mapping, geospatial analysis and data presentation support for RIC's 2045 LRTP update.
- 11) Update the RIC intersection and highway segment accident database, as available, for interstate, US and WV highways.
- 12) Update highway Average Daily Traffic (ADT) counts and straight line diagrams.
- 13) Provide census data and produce census data maps for RIC staff, regional agencies, businesses, and the general public as requested.
- 14) Provide traffic count data and traffic count maps for RIC staff, regional agencies, businesses, and the general public as requested.



**Products:**

- 1) Improved base mapping as acquired
- 2) Additional GIS data layers as they become available or are developed by RIC staff
- 3) GIS services and mapping to the Kanawha Valley Regional Transportation Authority (KVRTA)
- 4) Mapping, geospatial analysis and data presentation support for RIC's 2045 L RTP update.
- 5) Travel demand model output products as needed
- 6) Updated intersection and highway segment accident database as data becomes available.
- 7) Updated highway ADT counts and straight line diagrams.
- 8) Census data reports and maps as requested by RIC staff, regional agencies, businesses, and the general public.
- 9) Traffic count data and traffic count maps for RIC staff, regional agencies, businesses, and the general public as requested.

## 301717 General Transit Planning

Element #	301717
Total Cost	\$ 36,000
Participating Agencies:	
USDOT	\$ 28,800
WVDOT	\$ 3,600
KVRTA	\$ 2,800
RIC	\$ 800
Person Months:	4.9

### Description:

- 1) Provide long-term and short-term transit planning services to the Kanawha Valley Regional Transportation Authority (KVRTA).
- 2) Provide coordination, scheduling, hiring and training for personnel conducting KVRTA's triennial boarding and alighting survey.
- 3) Provide financial and ridership analysis assistance to KVRTA in the form of an annual KVRTA Route and Services Analysis Report.
- 4) Provide public participation assistance to KVRTA by coordinating and hosting open house-style public outreach meetings within their service area.
- 5) Provide technical assistance to KVRTA including, but not limited to, mapping, GIS analysis and facilities location geocoding.
- 6) Provide technical assistance to regional paratransit providers including map preparation.
- 7) Provide for intergovernmental review of Section 5310 Capital Assistance grant applications within the region.
- 8) Provide a forum for coordination and communication among regional transit providers.

**Work Activities:**

- 1) Perform transit planning tasks for KVRTA as requested.
- 2) Coordinate KVRTA's triennial boarding and alighting survey. Hire, schedule and train survey personnel.
- 3) Collect data from KVRTA's financial reports, fare box reports, ride checks, schedules, KAT driver logs, KAT monthly reports, National Transit Database Report and other reports as needed. Analyze service indicators of KVRTA's fixed route and demand response (KAT) services and compare to service standards on a system-wide and route-level basis. Make note of any deficiencies or downward trends. Recommend routes or service elements for review or change by KVRTA.
- 4) Coordinate and host two (2) public participation meetings for KVRTA at various locations within Kanawha County.
- 5) Produce mapping and perform GIS analysis for KVRTA as requested.
- 6) Develop a bus stop sign plan for KVRTA.
- 7) Prepare maps for use by regional paratransit agencies as requested.
- 8) Coordinate intergovernmental review of Section 5310 Capital Assistance grant applications within the region
- 9) Convene meetings of regional transit providers as needed in order to facilitate coordination and communication among them as needed.

**Products:**

- 1) General transit planning for KVRTA
- 2) KVRTA triennial boarding and alighting survey implementation
- 3) KVRTA Route and Services Analysis Report
- 4) KVRTA Public Participation Meetings
- 5) Maps and GIS analysis for KVRTA as requested
- 6) Bus stop sign plan for KVRTA
- 7) Maps for use by paratransit agencies as requested
- 8) Section 5310 grant application intergovernmental review
- 9) Regional transit providers meetings as needed

## 301817 Special Studies

Element #	301817
Total Cost	\$ 32,000
Participating Agencies:	
USDOT	\$ 25,600
WVDOT	\$ 3,200
RIC	\$ 3,200
Person Months:	4.4

### Description:

Perform subarea or facility studies based upon recommendation from the RIC 2040 Long Range Transportation Plan, or by request or recommendation from a local community or WVDOT. Such a study might collect and analyze highway or other transportation system data, determine traffic patterns and identify problems or deficiencies. Potential improvements will be identified and evaluated through a data-driven screening process and final recommendations for improvement projects will be made based upon that process.

In FY 2016, RIC completed studies of the U.S. Route 60 MacCorkle Avenue corridor through the Spring Hill area of South Charleston, the Third Street corridor in St. Albans and the WV 622 corridor in Cross Lanes corridor. Recommendations for transportation improvement projects resulting from these studies will be considered for inclusion into the RIC 2045 Long-Range Transportation Plan update.

For FY 2017, RIC transportation planning staff will perform a pedestrian facilities needs assessment and improvement study for a selected municipality within RIC's transportation planning area and perform an update of the RIC Commuting Trends Report.

### Work Activities:

- 1) Perform a pedestrian facilities needs assessment and improvement study for a selected municipality within RIC's transportation planning area.

2) Perform an update of the RIC Commuting Trends Report

**Products:**

- 1) Pedestrian facilities needs assessment and improvement study for a selected municipality within RIC's transportation planning area.
- 2) Update of the RIC Commuting Trends Report