

FY 2019

Unified Planning Work Program

FINAL

Regional Intergovernmental Council

Kanawha - Putnam Metropolitan Planning Organization

June 14, 2018

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 2019 within the RIC Metropolitan Planning Area of Kanawha and Putnam counties in West Virginia. It can also, by extension, become an important vehicle for implementing elements of the current Metropolitan Transportation Plan (MTP). To this end, when feasible, MTP projects will be programmed in UPWP work tasks.

The RIC MTP is updated on a four-year cycle. RIC's last MTP update, Kanawha – Putnam 2045 Regional Transportation Plan, was completed and adopted by the RIC Policy Board on September 7, 2017. The focus of RIC's transportation planning efforts and resources in FY 2019 will be implementing the RIC MTP and the RIC Congestion Management Plan (CMP), also completed in FY 2018. 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 TMA CMP will continue to function as the CMP of record for that portion of Putnam County that is within the TMA. The RIC CMP which is being 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 continue an update to the RIC Bicycle and Pedestrian Plan for Kanawha and Putnam Counties that commenced in FY 2018. Work will include public outreach, stakeholder involvement, and the identification, prioritization and selection of potential improvements for the region. 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. The RIC staff will also perform work on other current transportation planning activities in FY 2019 as needed.

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 in seven key areas; safety, infrastructure condition, congestion reduction, system reliability, freight movement and economic vitality, environmental sustainability, and reduced project delivery delays. RIC has incorporated performance-based planning into the planning work program as guidance continues to be released by FHWA, FTA, and WVDOH.

FAST Act Planning Emphasis Areas

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 2019 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 Elements 301119 (Long Range Plan Development) and 301419 (Short-Range Planning) – provide for development and/or updates of multimodal plans 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 301119 (Long Range Plan Development) and Element 301419 (Short-Range Planning) – incorporate Safety Conscious Planning in the Long Range Transportation Plan and Intersection and Corridor improvement recommendations. UPWP Element 301819 (Special Studies) considers the safe use of facilities in planning for bicycle and pedestrian recommendations in the MTP.

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

UPWP Element 301419 (Short Range Planning) – 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 301119 (Long Range Plan Development) – provides for outreach to freight transportation providers and alternative uses of facilities to move people and goods. UPWP Element 301719 (General Transit Planning) includes several work activities intended to enhance regional transit opportunities. UPWP Element 301819 (Special Studies) includes work activities to increase the accessibility and mobility of people utilizing the bicycle and pedestrian network.

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 301119 (Long Range Plan Development), 301218 (Transportation Improvement Program), 301819 (General Transit Planning), and 301419 (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 301119 and 301219 advance and/or recommend projects consistent with local planned economic and growth areas to provide efficient transportation services which encourage economic development.

UPWP Element 301419 (Short Range Planning) include preparing a State of the Region transportation monitoring report which will measure or 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 301119 (Long Range Plan Development) and Element 301219 (Transportation Improvement Program) - promote plans and projects involving all modes of transportation and connections among facilities.

UPWP Element 301819 (Special Studies) includes work activities to increase the accessibility and mobility of people utilizing the bicycle and pedestrian network.

7) Promote efficient system management and operation.

Element 301419 (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 301119 (Long Range Plan Development), Element 301219 (Transportation Improvement Program) and Element 301419 (Short-Range Planning) - promote improvements to and maintenance of the existing transportation system.

**DRAFT
RIC Transportation Planning Budget
FY 2019**

Element Number	Work Element	Federal FHWA	Local RIC	Local KVRTA	Local WVDOT	Total Match	Total
301019	Management & Administration	\$ 96,000	\$ 10,000	\$ 2,000	\$ 12,000	\$ 24,000	\$ 120,000
301119	Long-Range Transportation Plan	\$ 40,000	\$ 5,000		\$ 5,000	\$ 10,000	\$ 50,000
301219	Transportation Improvement Program	\$ 48,000	\$ 4,000	\$ 2,000	\$ 6,000	\$ 12,000	\$ 60,000
301419	Short-Range Transportation Planning	\$ 40,000	\$ 5,000		\$ 5,000	\$ 10,000	\$ 50,000
301619	Database/GIS	\$ 64,000	\$ 5,180	\$ 2,820	\$ 8,000	\$ 16,000	\$ 80,000
301719	General Transit Planning	\$ 19,041	\$ 800	\$ 1,580	\$ 2,380	\$ 4,760	\$ 23,801
301819	Special Studies	\$ 162,421	\$ 18,703	\$ 1,600	\$ 20,303	\$ 40,605	\$ 203,026
		\$ 469,462	\$ 48,683	\$ 10,000	\$ 58,683	\$ 117,365	\$ 586,827

		DIRECT EXPENSES						Total Direct	Indirect	Total	
		Salaries	Fringe Benefits	Contracted Services	Travel	Printing	*Other				
Project ID	Element										
301019	Management and Administration	\$ 45,520	\$ 16,387	\$ -	\$ 3,000	\$ 500	\$23,639	\$ 89,046	\$ 30,954	\$120,000	
301119	Long Range Transportation Plan	\$ 24,461	\$ 8,806	\$ -	\$ -	\$ 100	\$ -	\$ 33,367	\$ 16,633	\$ 50,000	
301219	TIP	\$ 29,314	\$ 10,553	\$ -	\$ -	\$ 200	\$ -	\$ 40,066	\$ 19,933	\$ 60,000	
301419	Short Range Planning	\$ 23,995	\$ 8,638	\$ -	\$ 1,000	\$ 50	\$ -	\$ 33,683	\$ 16,317	\$ 50,000	
301619	Database GIS	\$ 30,850	\$ 11,106	\$ -	\$ 2,000	\$ 50	\$15,016	\$ 59,022	\$ 20,978	\$ 80,000	
301719	General Transit	\$ 7,476	\$ 2,691	\$ 6,500	\$ 2,000	\$ 50	\$ -	\$ 18,717	\$ 5,084	\$ 23,801	
301819	Special Studies	\$ 46,350	\$ 16,686	\$100,000	\$ 3,000	\$ 100	\$ 5,372	\$171,508	\$ 31,518	\$203,026	
	TOTAL	\$ 207,966	\$ 74,867	\$106,500	\$11,000	\$ 1,050	\$44,027	\$445,410	\$141,417	\$586,827	
		*Other includes equipment, supplies and public notices									
		Indirect Cost is estimated from the FY17 rate.									

Sub-Elements

301019 Management and Administration

DIRECT EXPENSES	Salaries	\$ 45,520	
	Fringe Benefits	\$ 16,387	
	Contracted Services	\$ -	
	Travel	\$ 3,000	
	Printing	\$ 500	
	*Other	\$ 23,639	
Total Direct		\$ 89,046	
Indirect		\$ 30,954	
Total		\$ 120,000	

Element #	301019
Total Cost	\$ 120,000
Participating Agencies:	
FHWA	\$ 96,000
WVDOT	\$ 12,000
KVRTA	\$ 2,000
RIC	\$ 10,000

Description:

- 1) Complete transportation planning-related submissions including 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 activities such 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 Committee 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 FAST Act transportation planning requirements.
- 11) Maintain RIC's website and social media to publish appropriate documents and notices.

- 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 up to 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) FY 2020 Budget and Unified Planning Work Program (UPWP).
- 2) Minutes and agendas of TTAC Meetings.
- 3) Funding applications and financial records as required.
- 4) Web-based transportation planning documents and notices.
- 5) Three (3) issues of the “RIC Messenger” quarterly newsletter and one (1) RIC Annual Report.
- 6) Agendas, minutes, and all meeting materials for RIC Policy Board meetings.

**301119 Long - Range
Transportation Plan**

DIRECT EXPENSES	Salaries	\$ 24,461
	Fringe Benefits	\$ 8,806
	Contracted Services	\$ -
	Travel	\$ -
	Printing	\$ 100
	*Other	\$ -
Total Direct		\$ 33,367
Indirect		\$ 16,633
Total		\$ 50,000

Element #	301119
Total Cost	\$ 50,000
Participating Agencies:	
FHWA	\$ 40,000
WVDOT	\$ 5,000
RIC	\$ 5,000

Description:

During FY 2018, the RIC transportation planning staff, in partnership with the consulting team from Kimley-Horn, Inc. completed work begun in FY 2017 on the Kanawha – Putnam 2045 Regional Transportation Plan (MTP) update. The existing MTP was adopted by the RIC Policy Board in September 2017, and amended in December 2017. The MTP update process also included development of a Congestion Management Process (CMP) for the RIC transportation planning area consisting of Kanawha and Putnam counties. The CMP development process shares many components and activities with the MTP update process.

Work over the next fiscal year will involve implementation of the updated MTP and CMP and any possible amendments will include updated Transportation Performance Management rules with the associated targets and an Air Quality Conformity determination.

Work Activities:

- 1) Review recommended projects from current plan and revise as necessary

- 2) Determine financial feasibility of potential projects requiring further study
- 3) Coordinate public participation process
- 4) Present the findings and recommendations contained within the final 2045 MTP to interested parties
- 5) Any amendments will include updated Transportation Performance Management rules with the associated targets and an Air Quality Conformity determination.

Products

- 1) Final 2045 MTP document and stand-alone executive summary
- 2) Presentation of the findings and recommendations contained within the final 2045 MTP
- 3) Amendments to RIC Board, FHWA and WVDOH.

301219 Transportation Improvement Program (TIP)

DIRECT EXPENSES	Salaries	\$ 29,314
	Fringe Benefits	\$ 10,553
	Contracted Services	\$ -
	Travel	\$ -
	Printing	\$ 200
	*Other	\$ -
Total Direct		\$ 40,066
Indirect		\$ 19,933
Total		\$ 60,000

Element #	301219
Total Cost	\$ 60,000
Participating Agencies:	
FHWA	\$ 48,000
WVDOT	\$ 6,000
KVRTA	\$ 2,000
RIC	\$ 4,000

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 transportation performance measures and targets into the TIP and ensure that all TIP projects reflect 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) Follow all transportation conformity requirements for TIP Amendments.
- 6) Review all proposed TIP amendments to ensure conformity with performance-based planning, Clean Air Act, Title VI and Environmental Justice requirements.
- 7) Perform any other tasks necessary for compliance with the FAST ACT, CAA and Title VI.
- 8) Publish legal notices within the Charleston Gazette advertising any proposed regionally significant amendments to the TIP.
- 9) Prepare an annual list of approved transportation improvement projects obligated by WV DOT during the previous fiscal year.
- 10) Maintain currently adopted TIP document and amendments list on RIC's website.

Products:

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

301419 Short-Range Planning

DIRECT EXPENSES	Salaries	\$ 23,995
	Fringe Benefits	\$ 8,638
	Contracted Services	\$ -
	Travel	\$ 1,000
	Printing	\$ 50
	*Other	\$ -
Total Direct		\$ 33,683
Indirect		\$ 16,317
Total		\$ 50,000

Element #	301419
Total Cost	\$ 50,000
Participating Agencies:	
FHWA	\$ 40,000
WVDOT	\$ 5,000
RIC	\$ 5,000

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) Work cooperatively with KYOVA and/or WVDOH on any transportation projects or plans that may impact or be located within the Putnam County portion of the Huntington TMA, as needed.
- 4) Begin implementation of Transportation Performance Management (TPM) practices as guidance is provided by the Federal Highway Administration (FHWA) and WV DOH. Integrate TPM into RIC's transportation planning process where applicable.
- 5) Coordinate with RIC's Comprehensive Economic Development Strategy (CEDs) to ensure consistency between the CEDs and transportation projects and strategies.
- 6) Prepare a state of the region's transportation system report as a part of RIC's Congestion Management Process.

- 7) Review a list of congestion "hot spot" locations within the region and determine if locations need to be added to or removed from the list.
- 8) Perform ongoing monitoring of the Kanawha and Putnam County highway transportation system through data analysis in order to determine congestion rates.

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) Assist in development of RIC's Comprehensive Economic Development Strategy (CEDS) to ensure consistency between the CEDS and transportation projects and strategies.
- 6) Prepare a state of the region's transportation system report as a part of RIC's Congestion Management Process.
- 7) Review a list of congestion "hot spot" locations within the region and determine if locations need to be added to or removed from the list.
- 8) Perform ongoing monitoring of the Kanawha and Putnam County highway transportation system through data analysis in order to determine congestion rates.

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) 5-Year Comprehensive Economic Development Strategy (CEDS) transportation planning element and Annual Update
- 6) State of the region's transportation system report as a part of RIC's Congestion Management Process.
- 7) Updated Congestion "hot spot" location list
- 8) System monitoring of the roadway facilities in Kanawha and Putnam counties.

**301619 Transportation Database/
Travel Demand Model/
Geospatial Information
System (GIS)**

DIRECT EXPENSES	Salaries	\$ 30,850
	Fringe Benefits	\$ 11,106
	Contracted Services	\$ -
	Travel	\$ 2,000
	Printing	\$ 50
	*Other	\$ 15,016
Total Direct		\$ 59,022
Indirect		\$ 20,978
Total		\$ 80,000

Element #	301619
Total Cost	\$ 80,000
Participating Agencies:	
FHWA	\$ 64,000
WVDOT	\$ 8,000
KVRTA	\$ 2,820
RIC	\$ 5,180

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, education, hardware, software, and data.
- 3) Maintain and improve the RIC travel demand model as needed.
- 4) Maintain and update RIC's crash and traffic count database.
- 5) Respond to census data, census data mapping, traffic count data and traffic count mapping requests from RIC staff, regional agencies, businesses, and the public.
- 6) Assist local governments with preparation for the 2020 Census.
- 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 Kanawha – Putnam Bicycle and Pedestrian Plan 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 staff training in GIS for RIC's transportation planning program.
- 3) Upgrade hardware and software components as needed.
- 4) Provide maps and data for RIC transportation planning activities and local governments as needed.
- 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) Coordinate with the WVDOT on all regional and statewide GIS activities.
- 8) Provide GIS services and mapping to the Kanawha Valley Regional Transportation Authority (KVRTA)
- 9) Update the RIC multi-modal crash database to coordinate with performance measure reporting requirements, corridor or intersection studies, or as needed.
- 10) Update highway Average Daily Traffic (ADT) counts and provide traffic count data and traffic count maps for RIC staff, regional agencies, and the public as requested.
- 11) Work with WVDOT and municipalities to improve traffic count database.
- 12) Update census database and produce census data maps for RIC staff, regional agencies, and the public as requested.
- 13) Assist local governments with preparation for the 2020 Census.

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 Kanawha – Putnam Bicycle and Pedestrian Plan.
- 5) Travel demand model output products as needed.
- 6) Updated crash database.
- 7) Updated roadway traffic count data and maps for RIC staff, regional agencies, and the public as requested.
- 8) Census data reports and maps as requested by RIC staff, regional agencies, businesses, and the public.

301719 General Transit Planning

DIRECT EXPENSES	Salaries	\$ 7,476
	Fringe Benefits	\$ 2,691
	Contracted Services	\$ 6,500
	Travel	\$ 2,000
	Printing	\$ 50
	*Other	\$ -
Total Direct		\$ 18,717
Indirect		\$ 5,084
Total		\$ 23,801

Element #	301719
Total Cost	\$ 23,801
Participating Agencies:	
FHWA	\$ 19,041
WVDOT	\$ 2,380
KVRTA	\$ 1,580
RIC	\$ 800

Description:

- 1) Provide long-term and short-term transit planning services to the Kanawha Valley Regional Transportation Authority (KVRTA) including transit performance-based planning.
- 2) Provide coordination, scheduling, hiring and training for personnel conducting surveys for KVRTA.
- 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 assistance to KVRTA as needed for implementation of transit related transportation performance management strategies and targets.

- 7) Provide technical assistance to the WV Division of Public Transit and regional paratransit providers.
- 8) Provide intergovernmental review of Section 5310 Capital Assistance grant applications within the region.
- 9) Provide a forum for coordination and communication among regional transit providers.

Work Activities:

- 1) Perform transit planning tasks for KVRTA as requested.
- 2) Coordinate surveys for KVRTA to analyze ridership trends and public opinion.
- 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) Coordinate with KVRTA and communities to relocate bus shelters and signs.
- 7) Prepare maps for use by regional paratransit agencies as requested.
- 8) Perform an intergovernmental review of Section 5310 Capital Assistance grant applications within the RIC area.
- 9) Convene meetings of regional transit providers as needed to facilitate coordination and communication among them as needed.
- 10) Coordinate with the WV Division of Public Transit to produce or update the Coordinated Public Transit-Human Services Transportation Plan 2015.

Products:

- 1) General transit planning for KVRTA
- 2) KVRTA ridership survey
- 3) KVRTA Route Analysis Report
- 4) KVRTA Public Participation Meetings
- 5) Maps and GIS analysis for KVRTA as requested
- 6) Bus Shelter plan for KVRTA
- 7) Maps for use by paratransit agencies as requested
- 8) Intergovernmental review for Section 5310 grant applications
- 9) Regional transit providers meetings as needed

301819 Special Studies

DIRECT EXPENSES	Salaries	\$ 46,350
	Fringe Benefits	\$ 16,686
	Contracted Services	\$ 100,000
	Travel	\$ 3,000
	Printing	\$ 100
	*Other	\$ 5,372
Total Direct		\$ 171,508
Indirect		\$ 31,518
Total		\$ 203,026

Element #	301819
Total Cost	\$ 203,026
Participating Agencies:	
FHWA	\$ 162,421
WVDOT	\$ 20,303
KVRTA	\$ 1,600
RIC	\$ 18,703

Description:

Perform subarea, corridor, intersection and/or other multimodal studies based upon recommendations from the Kanawha – Putnam 2045 Regional 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 2019, most of RIC’s work will be consumed by the Kanawha – Putnam Bicycle and Pedestrian Plan Update and will be completed by FY 2019. RIC assisted a local municipality with an ADA Transition Plan and will begin assisting another municipality within the RIC region in FY 2019. RIC will also begin a corridor study of Pennsylvania Avenue from Washington Street to Kanawha Boulevard to examine multi-modal traffic flow and explore traffic calming measures.

Work Activities:

- 1) Continue an update to the Kanawha - Putnam Bicycle and Pedestrian Plan. Work will be based upon the scope of work completed in FY 2018.

- a. Conduct meetings with stakeholders, community groups and public throughout the plan update process.
 - b. Perform analysis of bicycle and pedestrian crashes within the RIC region.
 - c. Begin Needs Assessment of bicycle and pedestrian facilities.
 - d. Develop prioritized project recommendations, if schedule allows.
- 2) Convene regular meetings of RIC's Bicycle and Pedestrian Committee.
 - 3) Coordinate with WVDOH and assist communities with ADA Transition Plans to ensure compliance.
 - 4) Coordinate with other agencies on bicycle and pedestrian activities, including Transportation Alternatives and Recreational Trail grant applications.
 - 5) Prepare scope of work and budget plan for the Pennsylvania Avenue Corridor Study.
 - 6) Begin existing conditions work on Pennsylvania Avenue Corridor Study as time allows, work will continue into FY 2020.

Products:

- 1) Draft of Kanawha – Putnam Bicycle and Pedestrian Plan for review by stakeholder committee and staff.
- 2) Final Kanawha – Putnam Bicycle and Pedestrian Plan with Executive Summary.
- 3) Technical assistance with ADA transition plan
- 4) Scope of Work for Pennsylvania Avenue Corridor Study which will be finalized in FY 2020.