

Amended December 10, 2020

FY 2021

Unified Planning Work Program

FINAL

Regional Intergovernmental Council

Kanawha - Putnam Metropolitan Planning Organization

June 10, 2020

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 2021 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 2021 will be updating the MTP. The RIC Congestion Management Plan (CMP) was completed in FY 2018 in conjunction with the MTP. 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 was developed for the entirety of RIC's transportation planning area will advise and make recommendations to the TMA CMP. RIC staff coordinates all planning efforts with KYOVA staff that jointly affect both planning regions.

RIC transportation planning staff spent FY 2019 and 2020 updating the RIC Kanawha – Putnam Bicycle and Pedestrian Plan and developing the Hazardous Intersection Study, which were recommendations from the last MTP update. RIC transportation planning staff also assisted 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 majority of FY 2021 will be spent updating the Metropolitan Transportation Plan. This update began in FY 2020 with developing a scope of work, consultant procurement, and the beginning stages of stakeholder outreach. In FY 2021 the public involvement period will continue, and the RIC will work with the consultant to update socioeconomic data and the travel demand model. Public involvement will take the form of individualized stakeholder engagement and four public meetings to gain the public's input on project

prioritization and the draft plan. The RIC staff will coordinate with stakeholders, the MTP Steering Committee, and the consultant to prioritize projects and update the multimodal elements of the MTP. It is anticipated that this plan will be complete and adopted by the RIC board in September 2021.

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). A key feature of the FAST Act calls for the establishment of a performance-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 WVDOT.

Currently, the RIC has adopted the performance targets set by WVDOT which were established in cooperation with MPOs, public transportation providers and other stakeholders. RIC will continue to coordinate with WVDOT and transportation providers, adopt performance targets and develop performance reports to meet regulations set forth in the FAST Act.

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 2021 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 301121 (Long-Range Plan Development), 301421 (Short-Range Planning) and 301821 (Special Studies) – provide for development and coordination 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 301121 (Long-Range Plan Development) and Element 301421 (Short-Range Planning) – incorporate Safety Conscious Planning in the Metropolitan Transportation Plan and Intersection and Corridor improvement recommendations. UPWP Element 301821 (Special Studies) considers the safety of users in hazardous intersections and corridors through the analysis of crash data and travel times for intersection and corridor studies. UPWP Element 301621 (Database /GIS) gathers crash data and regular updates to the regional Crash Database. UPWP Element 301221 (Transportation Improvement Program) and 301821 (General Transit Planning) identify and support projects that will increase the safety of the transportation system.

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

UPWP Element 301421 (Short-Range Planning), Element 301721 (General Transit Planning) and 301821 (Special Studies) – coordinate with, and provide assistance to, KVRTA, 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 301121 (Long-Range Plan Development) – provides for outreach to freight transportation providers and alternative uses of facilities to move people and goods. UPWP Element 301721 (General Transit Planning) includes several work activities intended to enhance regional transit opportunities. UPWP Element 301821 (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 301121 (Long-Range Plan Development), 301221 (Transportation Improvement Program), 301821 (General Transit Planning), and 301421 (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 301121 and 301221 advance and/or recommend projects consistent with local planned economic and growth areas to provide efficient transportation services which encourage economic development.

UPWP Element 301421 (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 301121 (Long-Range Plan Development), Element 301220 (Transportation Improvement Program) and Element 301721 (General Transit Planning)- promote plans and projects involving all modes of transportation and connections among facilities. UPWP Element 301821 (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 301421 (Short-Range Planning) – promote projects to improve traffic flow and improve intersection and corridor operations. Element 301821 (Special Studies) – identify hazardous intersections in the Kanawha and Putnam region, identify proven safety counter measures to improve safety.

8) Emphasize the preservation of the existing transportation system

UPWP Element 301121 (Long-Range Plan Development), Element 301221 (Transportation Improvement Program) and Element 301421 (Short-Range Planning) - promote improvements to and maintenance of the existing transportation system.

9) Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation.

UPWP Element 301121 (Long-Range Plan Development), Element 301221 (Transportation Improvement Program) and Element 301421 (Short-Range Planning) – support projects and plans to improve resiliency and reliability of the existing transportation system. UPWP Element 301621 (Database /GIS) provides needed data and analysis to support future projects and plans.

10) Enhance travel and tourism.

UPWP Element 301121 (Long-Range Plan Development), Element 301221 (Transportation Improvement Program), Element 301421 (Short-Range Planning) and Element 301821 (Special Studies) - promote improvements to and maintenance of the existing transportation system to improve the economic conditions of the metropolitan planning area.

**RIC Transportation Planning Budget
FY 2021**

Element Number	Work Element	Federal FHWA	Local RIC	Local WVDOT	Total Match	Total	Person Months
301020	Management & Administration	\$ 61,585	\$ 7,698	\$ 7,698	\$ 15,396	\$ 76,981	9.7
301120	Long-Range Transportation Plan	\$ 272,345	\$ 34,043	\$ 34,043	\$ 68,086	\$ 340,431	42.8
301220	Transportation Improvement Program	\$ 17,119	\$ 2,140	\$ 2,140	\$ 4,280	\$ 21,399	2.7
301420	Short-Range Transportation Planning	\$ 29,131	\$ 3,641	\$ 3,641	\$ 7,283	\$ 36,413	4.6
301620	Database/GIS	\$ 46,100	\$ 5,763	\$ 5,763	\$ 11,525	\$ 57,625	7.2
301720	General Transit Planning	\$ 18,450	\$ 2,306	\$ 2,306	\$ 4,612	\$ 23,062	2.9
301820	Special Studies	\$ 64,720	\$ 8,090	\$ 8,090	\$ 16,180	\$ 80,900	10.2
		\$ 509,450	\$ 63,681	\$ 63,681	\$ 127,362	\$ 636,812	80.0

Project ID	Element	DIRECT EXPENSES						Total Direct	Indirect	Total
		Salaries	Fringe Benefits	Contracted Services	Travel	Printing	*Other			
301021	Management and Administration	\$ 40,850	\$ 14,706	\$ -	\$ 250	\$ 450	\$ 2,569	\$ 58,825	\$ 18,156	\$ 76,981
301121	Long Range Plan Development	\$ 75,860	\$ 27,310	\$ 200,000	\$ -	\$ 300	\$ 3,246	\$ 306,716	\$ 33,716	\$ 340,431
301221	TIP	\$ 11,748	\$ 4,229	\$ -	\$ -	\$ 200	\$ -	\$ 16,177	\$ 5,221	\$ 21,399
301421	Short Range Planning	\$ 19,875	\$ 7,155	\$ -	\$ 500	\$ 50	\$ -	\$ 27,580	\$ 8,833	\$ 36,413
301621	Database GIS	\$ 23,450	\$ 8,442	\$ -	\$ 500	\$ 50	\$ 14,761	\$ 47,203	\$ 10,422	\$ 57,625
301721	General Transit	\$ 12,476	\$ 4,491	\$ -	\$ 500	\$ 50	\$ -	\$ 17,517	\$ 5,545	\$ 23,062
301821	Special Studies	\$ 26,518	\$ 9,546	\$ 32,000	\$ 1,000	\$ 50	\$ -	\$ 69,114	\$ 11,786	\$ 80,900
	TOTAL	\$ 210,777	\$ 75,880	\$ 232,000	\$ 2,750	\$ 1,150	\$ 20,576	\$ 543,133	\$ 93,679	\$ 636,812

*Other includes equipment, equipment maintenance, supplies, and public notices

Indirect Cost is estimated from the FY19 rate.

Sub-Elements

301021 Management and Administration

DIRECT EXPENSES	Salaries	\$ 40,850
	Fringe Benefits	\$ 14,706
	Contracted Services	\$ -
	Travel	\$ 250
	Printing	\$ 450
	*Other	\$ 2,569
Total Direct		\$ 58,825
Indirect		\$ 18,156
Total		\$ 76,981

Element #	301021
Total Cost	\$ 76,981
Participating Agencies:	
FHWA	\$ 61,585
WVDOT	\$ 7,698
RIC	\$ 7,698

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 a continuing, cooperative and comprehensive (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.
- 11) Support the state in performance-based planning and programming and target setting.

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 to support the state in performance-based planning and programming and target setting. Attend meetings and trainings as needed for continued cooperation.

- 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 2022 Budget and Unified Planning Work Program (UPWP).
- 2) Minutes and agendas of TTAC Meetings.
- 3) Funding applications and financial records as required.
- 4) A transportation planning process that supports adopted performance targets.
- 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.

**301121 Long - Range
Transportation Plan**

DIRECT EXPENSES	Salaries	\$ 75,860
	Fringe Benefits	\$ 27,310
	Contracted Services	\$ 200,000
	Travel	\$ -
	Printing	\$ 300
	*Other	\$ 3,246
Total Direct		\$ 306,716
Indirect		\$ 33,716
Total		\$ 340,431

Element #	301121
Total Cost	\$ 340,431
Participating Agencies:	
FHWA	\$ 272,345
WVDOT	\$ 34,043
RIC	\$ 34,043

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, amended in December 2017 and again in June 2018. The 2045 MTP included a *State of the System Report* that attempted to establish baseline parameters related to performance targets, which evolved into the System Performance Report that is updated annually. 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.

Work over FY 2021 will continue the MTP update which began in FY 2020. RIC staff will continue individualized stakeholder engagement throughout Kanawha and Putnam counties. The RIC staff will work with a consultant to update socioeconomic data and the travel demand model. The RIC Staff will also schedule, advertise and host four public meetings in an effort to prioritize projects and present the draft MT. The RIC staff will coordinate with stakeholders, the MTP Steering Committee, and consultant to prioritize transportation projects over the plan horizon. The RIC staff will coordinate with the consultant to update all the multimodal elements of the MTP to include; but not be limited to, highway, bicycle and pedestrian, transit, safety and security, freight, and planning level NEPA process. The MTP is anticipated to be complete and adopted in September 2021.

Work Activities:

- 1) Coordinate public participation process
- 2) Develop a final scope of work for the MTP update.
- 3) Update population, employment and school enrollment forecasts to use in the MTP update. Update any other data as needed.
- 4) Utilize consultant services to assist with the MTP update.
- 5) Acquire, review and summarize all relevant existing data, studies and plans on the regional transportation system for integration into the MTP update.
- 6) Update travel demand model
- 7) Update multimodal elements, highway, bicycle and pedestrian, transit, safety and security and freight.
- 8) Prioritize transportation projects in Kanawha and Putnam counties.

Products

- 1) Updated population, employment and school enrollment forecasts
- 2) Updated System Performance Report
- 3) Updated travel demand model
- 4) Updated multi-modal elements
- 5) Draft version of MTP update

301221 Transportation Improvement Program (TIP)

DIRECT EXPENSES	Salaries	\$ 11,748
	Fringe Benefits	\$ 4,229
	Contracted Services	\$ -
	Travel	\$ -
	Printing	\$ 200
	*Other	\$ -
Total Direct		\$ 16,177
Indirect		\$ 5,221
Total		\$ 21,399

Element #	301221
Total Cost	\$ 21,399
Participating Agencies:	
FHWA	\$ 17,119
WVDOT	\$ 2,140
RIC	\$ 2,140

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.
- 7) Develop new TIP document as required.

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 that support current performance targets
- 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

301421 Short-Range Planning

DIRECT EXPENSES	Salaries	\$ 19,875
	Fringe Benefits	\$ 7,155
	Contracted Services	\$ -
	Travel	\$ 500
	Printing	\$ 50
	*Other	\$ -
Total Direct		\$ 27,580
Indirect		\$ 8,833
Total		\$ 36,413

Element #	301421
Total Cost	\$ 36,413
Participating Agencies:	
FHWA	\$ 29,131
WVDOT	\$ 3,641
RIC	\$ 3,641

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) Continue implementation of Transportation Performance Management (TPM) practices as guidance is provided by the Federal Highway Administration (FHWA) and WV DOH.
- 5) Work cooperatively with WVDOH to set and adopt all performance targets for the Charleston Metropolitan Planning Area. More specifically, coordinate with KYOVA and WVDOH to set performance targets related to On-Road Mobile Source Emissions Reduction.
- 6) Coordinate with RIC's Comprehensive Economic Development Strategy (CEDS) to ensure consistency between the CEDS and transportation projects and strategies.
- 7) Prepare a state of the region's transportation system report as a part of RIC's Congestion Management Process.

- 8) 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.
- 9) 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. Prepare for the TMA Certification review that occurs every four years.
- 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.

**301621 Transportation Database/
Travel Demand Model/
Geospatial Information
System (GIS)**

DIRECT EXPENSES	Salaries	\$ 23,450
	Fringe Benefits	\$ 8,522
	Contracted Services	\$ -
	Travel	\$ 500
	Printing	\$ 50
	*Other	\$ 14,761
Total Direct		\$ 47,203
Indirect		\$ 10,422
Total		\$ 57,625

Element #	301621
Total Cost	\$ 57,625
Participating Agencies:	
FHWA	\$ 46,100
WVDOT	\$ 5,763
RIC	\$ 5,763

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 completion of the 2020 Census.
- 7) Provide GIS services and mapping to the Kanawha Valley Regional Transportation Authority (KVRTA).

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 and travel demand model platforms.
- 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) Coordinate with the WVDOT on all regional and statewide GIS activities.
- 7) Provide GIS services and mapping to the Kanawha Valley Regional Transportation Authority (KVRTA)
- 8) Update the RIC multi-modal crash database to coordinate with performance measure reporting requirements, corridor or intersection studies, or as needed.
- 9) 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.
- 10) Work with WVDOT and municipalities to improve traffic count database.
- 11) Update census database and produce census data maps for RIC staff, regional agencies, and the public as requested.
- 12) Assist local governments with completion of 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.

301721 General Transit Planning

DIRECT EXPENSES	Salaries	\$ 12,476
	Fringe Benefits	\$ 4,491
	Contracted Services	\$ -
	Travel	\$ 500
	Printing	\$ 50
	*Other	\$ -
Total Direct		\$ 17,517
Indirect		\$ 5,545
Total		\$ 23,062

Element #	301721
Total Cost	\$ 23,562
Participating Agencies:	
FHWA	\$ 18,450
WVDOT	\$ 2,306
RIC	\$ 2,306

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 public participation assistance to KVRTA by coordinating and hosting open house-style public outreach meetings within their service area.
- 4) Provide technical assistance to KVRTA including, but not limited to, mapping, GIS analysis and facilities location geocoding.
- 5) Provide assistance to KVRTA as needed for implementation of transit related transportation performance management strategies and targets.
- 6) Provide technical assistance to the WV Division of Public Transit (WVDPT) and regional paratransit providers.
- 7) Provide 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 surveys for KVRTA to analyze ridership trends and public opinion as requested.
- 3) Coordinate and host two (2) public participation meetings for KVRTA at various locations within Kanawha County as requested.
- 4) Produce mapping and perform GIS analysis for KVRTA and regional paratransit agencies as requested.
- 5) Coordinate with KVRTA and communities to relocate bus shelters and signs.
- 6) Coordinate with KVRTA and WVDPT to set and adopt transit related performance targets. Ensure potential projects support achievement of performance targets.
- 7) Perform an intergovernmental review of Section 5310 Capital Assistance grant applications within the RIC area.
- 8) Convene meetings of regional transit providers as needed to facilitate coordination and communication among them as needed.
- 9) Coordinate with the WV Division of Public Transit to produce or update the Coordinated Public Transit-Human Services Transportation Plan 2019.

Products:

- 1) General transit planning for KVRTA
- 2) KVRTA ridership survey and Public Participation Meetings as needed
- 3) Maps and GIS analysis for KVRTA and paratransit agencies as requested
- 4) Bus Shelter plan for KVRTA
- 5) Planning documents and projects that include and/or support performance targets.
- 6) Intergovernmental review for Section 5310 grant applications
- 7) Regional transit providers meetings as needed

301821 Special Studies

DIRECT EXPENSES	Salaries	\$ 26,518
	Fringe Benefits	\$ 9,546
	Contracted Services	\$ 32,000
	Travel	\$ 1,000
	Printing	\$ 50
	*Other	\$ -
Total Direct		\$ 69,114
Indirect		\$ 11,786
Total		\$ 80,900

Element #	301821
Total Cost	\$ 80,900
Participating Agencies:	
FHWA	\$ 64,720
WVDOT	\$ 8,090
RIC	\$ 8,090

Description:

Perform subarea, corridor, intersection and/or other multimodal studies based upon recommendations from the most recent Metropolitan 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 2020 the RIC Board adopted the Kanawha – Putnam Bicycle and Pedestrian Plan Update. A recommendation of this plan was the continuation of the Bicycle and Pedestrian Advisory Committee to advise the RIC Policy Board on issues specifically related to bicyclists and pedestrians.

In FY 2021, most of RIC’s work will be consumed by the MTP update, which will recommend various studies to be undertaken and/or completed in FY 2022. RIC will also assist local municipalities with the development of an ADA Transition Plan and assistance with grant applications as requested.

Work Activities:

- 1) Convene regular meetings of RIC's Bicycle and Pedestrian Committee. Update Kanawha – Putnam Bicycle and Pedestrian Plan as needed.
- 2) Coordinate with WVDOH and assist communities with ADA Transition Plans to ensure compliance.
- 3) Coordinate with other agencies on bicycle and pedestrian activities, including Transportation Alternatives and Recreational Trail grant applications.

Products:

- 1) Technical assistance with ADA transition plan
- 2) Technical assistance on bicycle and pedestrian activities and grant applications. Coordination with other agencies to complete bicycle and pedestrian activities and grant applications.