

FY 2024

Unified Planning Work Program

DRAFT

Regional Intergovernmental Council

Kanawha – Putnam Metropolitan Planning Organization

March 9, 2023

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 for the RIC Metropolitan Planning Area of Kanawha and Putnam counties in West Virginia during Fiscal Year 2024 (FY 2024), which begins July 1, 2023, and ends June 30, 2024. The UPWP can also, by extension, serve as an important vehicle for implementing the initiatives of the current Metropolitan Transportation Plan (MTP). To this end, when feasible, MTP projects will be programmed in UPWP work tasks.

The RIC Metropolitan Transportation Plan (MTP) is updated on a four-year cycle. RIC's current MTP update was finalized and adopted in FY 2022 by the RIC Policy Board on September 9, 2021. RIC's transportation planning efforts and resources in FY 2024 will focus on implementing the current MTP and initiating an update to the MTP in accordance with the Infrastructure Investment and Jobs Act (IIJA).

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 RIC Congestion Management Plan (CMP) was developed for the entirety of the RIC transportation planning area and provides recommendations for the TMA CMP. The RIC CMP was completed in FY 2018. The RIC staff coordinates all planning efforts with KYOVA staff that jointly affect both planning organizations.

During FY 2023, in conjunction with Burgess & Niple, RIC completed the road safety assessments project. This project evaluated five high-crash locations within Kanawha and Putnam counties for safety improvements and countermeasures. Additionally, in FY 2023, in an effort to reduce serious injury crashes and eliminate roadway fatalities, aligning with the objectives of the USDOT National Roadway Safety Strategy (NRSS) and the Safe Streets and Roads for All (SS4A) program, work efforts were initiated to develop a comprehensive safety action plan for Kanawha and Putnam counties in conjunction with Burgess & Niple.

The Americans with Disabilities Act (ADA) stipulates the requirements for communities to ensure public facilities and services are accessible by all persons. Throughout FY 2023,

RIC transportation staff provided technical assistance to local municipalities in completing self-evaluations, sidewalk inventories, and the development of ADA transition plans. During FY 2024, RIC transportation staff will continue to work with municipalities to educate, train, and evaluate existing infrastructure deficiencies to prioritize accessibility improvements, assess ADA compliance, develop/update ADA transition plans, and promote progress toward attaining and maintaining compliance.

The Fixing America's Surface Transportation Act (FAST) of 2015 established the requirement for a performance-based transportation planning process. This requirement was reaffirmed in the Infrastructure Investment and Jobs Act (IIJA). This data-driven process continues to focus on target setting, monitoring, and attaining performance targets in seven key performance areas: safety, infrastructure condition, congestion reduction, system reliability, freight movement and economic vitality, environmental sustainability, and reduced project delivery delays. RIC continues to incorporate transportation performance management (TPM) initiatives and performance-based planning into its planning programs and plans.

The RIC has elected to adopt all performance targets established by WVDOT and KVRTA which were developed in cooperation with federal, state, and local agencies, public transportation providers, and other stakeholders. RIC will continue these coordinated efforts to develop and adopt performance targets and update performance reports to support performance-based transportation planning.

Planning Emphasis Areas

As an MPO, the RIC is required to address ten planning factors in the development of its programs and plans through a continuous, cooperative, and comprehensive ("3-C") planning process. The ten planning factors were established in the Fixing America's Surface Transportation Act (FAST) of 2015 and reaffirmed in the Infrastructure Investment and Jobs Act (IIJA). The ways in which the RIC FY 2024 Unified Planning Work Program (UPWP) addresses these planning factors is summarized below:

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

UPWP Elements 301124 (Long Range Transportation Plan), 301424 (Short-Range Planning), and 301824 (Special Studies) support the development and

coordination of sustainable multimodal transportation improvements to promote efficient and safe transportation of people, goods, and services throughout the region, thus spurring economic growth through enhancing the regional transportation network.

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

UPWP Element 301124 (Long Range Transportation Plan) and Element 301424 (Short-Range Planning) – incorporate transportation performance management (TPM) in the Metropolitan Transportation Plan (MTP) and metropolitan transportation planning programs. UPWP Element 301424 (Short-Range Planning) and UPWP Element 301824 (Special Studies) prioritizes the safety of all road users through Complete Streets initiatives, with the goal of providing an equitable and safe transportation network for users of all ages and abilities, including those from marginalized communities facing historic disinvestment. UPWP Element 301624 (Database/GIS) promote data-driven investment decisions using crash analyses, equity analyses, monitorization of TPM/performance targets, and updates to the RIC crash database. UPWP Elements 301224 (Transportation Improvement Program) and 301824 (General Transit Planning) identify and support projects that will equitably support underserved communities, increase the safety of the transportation system for all road users, and encourage projects that reduce on-road mobile source pollution.

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

UPWP Element 301424 (Short-Range Planning), Element 301724 (General Transit Planning) and 301824 (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 301124 (Long Range Transportation Plan) – promotes coordination with local freight transportation providers and alternative uses of

facilities to move people and goods safely and efficiently. UPWP Element 301724 (General Transit Planning) includes work activities to increase equitable access to public transit services. UPWP Element 301824 (Special Studies) includes work activities to increase accessibility and mobility for all users of the transportation network.

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

UPWP Elements 301124 (Long Range Transportation Plan), 301224 (Transportation Improvement Program), 301824 (General Transit Planning), and 301424 (Short-Range Planning) provide, promote, or recommend transportation projects which are air quality neutral, improve air quality by reducing motor vehicle use, reduce congestion, promote increased traffic flow efficiency, and promote alternate transportation modes. Additionally, UPWP Elements 301124 (Long Range Transportation Plan) and 301224 (Transportation Improvement Program) advance and/or recommend transportation projects consistent with local economic development to provide efficient transportation services and encourage future economic development, particularly to disadvantaged communities.

UPWP Element 301424 (Short-Range Planning) promotes coordination with WVDOT and transit providers to collectively integrate Planning and Environment Linkages (PEL) in the early stages of project development to accelerate project delivery.

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

UPWP Elements 301124 (Long Range Transportation Plan), 301224 (Transportation Improvement Program) and 301724 (General Transit Planning) promote plans and projects involving multimodal improvements to increase connectivity for all users of the transportation network. UPWP Element 301824 (Special Studies) includes work activities to increase equitable accessibility and mobility for roadway users.

7) Promote efficient system management and operation.

UPWP Element 301424 (Short-Range Planning) promotes projects to enhance mobility, reduce mobile source pollution, and improve intersection and corridor operations. UPWP Element 301824 (Special Studies) identifies and addresses safety deficiencies within the transportation network.

8) Emphasize the preservation of the existing transportation system

UPWP Elements 301124 (Long Range Transportation Plan), 301224 (Transportation Improvement Program), and 301424 (Short-Range Planning) promotes improvements to preserve and maintain existing infrastructure of the transportation network.

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

UPWP Elements 301124 (Long Range Transportation Plan), 301224 (Transportation Improvement Program), and 301424 (Short-Range Planning) support projects and plans to improve the resiliency and reliability of the existing transportation network. Work activities of UPWP Element 301624 (Database/GIS) involve multilevel data analysis and GIS-based analyses in support of current or future projects and plans to increase system resiliency and reliability.

10) Enhance travel and tourism.

UPWP Elements 301124 (Long Range Transportation Plan), 301224 (Transportation Improvement Program), 301424 (Short-Range Planning), and 301824 (Special Studies) promote transportation improvements to support economic growth and development throughout the planning area.

With the passage of the Infrastructure Investment and Jobs Act (IIJA) in 2021, the following Planning Emphasis Areas (PEAs) were identified for State Departments of Transportation (State DOTs), Metropolitan Planning Organizations (MPOs), and

providers of public transportation. These PEAs include, but are not limited to: Climate Change, Equity and Justice⁴⁰ in Transportation Planning, Complete Streets, Public Involvement, Strategic Highway Network (STRAHNET)/U.S. Department of Defense (DOD) Coordination, Federal Land Management Agency (FLMA) Coordination, Planning and Environment Linkages (PEL), and Data in Transportation Planning.

The IIJA requires MPOs to use at least 2.5% of funds allocated for Metropolitan Planning (PL) for Complete Streets initiatives or increasing safe and accessible multimodal travel for people of all ages and abilities—UPWP Elements 301124 (Long Range Transportation Plan), 301424 (Short-Range Planning), and 301824 (Special Studies) demonstrates compliance with this requirement. The RIC will continue to incorporate the requirements of Section 11201 of the IIJA/BIL into the metropolitan transportation planning process and its work activities.

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**RIC Transportation Planning Budget (Draft)
FY 2024**

Element Number	Work Element	Federal FHWA	Local RIC	Local WVDOT	Total Match	Total	Person Months
301024	Management & Administration	\$115,617	\$14,452	\$14,452	\$ 28,904	\$ 144,521	18.0
301124	Long-Range Transportation Plan	\$ 94,203	\$11,775	\$11,775	\$ 23,551	\$ 117,754	14.7
301224	Transportation Improvement Program	\$ 45,319	\$ 5,665	\$ 5,665	\$ 11,330	\$ 56,648	7.1
301424	Short-Range Transportation Planning	\$ 60,727	\$ 7,591	\$ 7,591	\$ 15,182	\$ 75,909	9.5
301624	Database/GIS	\$ 45,953	\$ 5,744	\$ 5,744	\$ 11,488	\$ 57,441	7.2
301724	General Transit Planning	\$ 11,371	\$ 1,421	\$ 1,421	\$ 2,843	\$ 14,214	1.8
301824	Special Studies	\$140,810	\$17,601	\$17,601	\$ 35,202	\$ 176,012	21.9
		\$514,000	\$64,250	\$64,250	\$128,500	\$ 642,500	80.0

Project ID	Element	DIRECT EXPENSES						Total Direct	Indirect	Total
		Salaries	Fringe Benefits	Contracted Services	Travel	Printing	*Other			
301024	Management and Administration	\$ 66,315	\$27,823	\$ -	\$ 5,000	\$1,250	\$ 7,000	\$ 107,388	\$ 37,133	\$ 144,521
301124	Long Range Plan Development	\$ 27,661	\$11,605	\$ 60,000	\$ 1,500	\$1,000	\$ 500	\$ 102,266	\$ 15,488	\$ 117,754
301224	TIP	\$ 28,143	\$11,807	\$ -	\$ -	\$ 500	\$ 440	\$ 40,890	\$ 15,758	\$ 56,648
301424	Short Range Planning	\$ 32,235	\$13,524	\$ 10,600	\$ 500	\$ 500	\$ 500	\$ 57,859	\$ 18,050	\$ 75,909
301624	Database GIS	\$ 17,535	\$ 7,357	\$ -	\$ 1,500	\$ -	\$21,231	\$ 47,623	\$ 9,819	\$ 57,441
301724	General Transit	\$ 6,675	\$ 2,801	\$ -	\$ 500	\$ -	\$ 500	\$ 10,476	\$ 3,738	\$ 14,214
301824	Special Studies	\$ 46,836	\$19,650	\$ 80,000	\$ 1,000	\$ 300	\$ 2,000	\$ 149,786	\$ 26,226	\$ 176,012
	TOTAL	\$225,400	\$94,567	\$ 150,600	\$10,000	\$3,550	\$32,171	\$ 516,288	\$126,212	\$ 642,500

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

Indirect Cost is estimated from the FY22 rate.

Sub-Elements

301024 Management and Administration

DIRECT EXPENSES	Salaries	\$ 66,315
	Fringe Benefits	\$ 27,823
	Contracted Services	\$ -
	Travel	\$ 5,000
	Printing	\$ 1,250
	*Other	\$ 7,000
Total Direct		\$ 107,388
Indirect		\$ 37,133
Total		\$ 144,521

Element #	301024
Total Cost	\$ 144,521
Participating Agencies:	
FHWA	\$ 115,617
WVDOT	\$ 14,452
RIC	\$ 14,452

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 to maintain 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) Perform any other tasks necessary for compliance with the Infrastructure Investment and Jobs Act (IIJA), CAA, Title VI and Environmental Justice requirements.
- 5) 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.
- 6) Provide information and education to the Transportation Technical Advisory Committee on RIC's ongoing transportation planning activities.
- 7) Prepare agendas, meeting notices, minutes, reports and special assignments to assist the public participation program. Develop procedures that comply with Title VI and Environmental Justice requirements.
- 8) Review grant applications for WVDOT's Transportation Alternatives and Recreational Trails Program. Assist local governments, as requested, in developing grant applications for transportation improvement projects. Provide grant administration for transportation improvement projects as requested.
- 9) Monitor, and coordinate with, all WVDOT transportation planning studies and any other transportation planning efforts by other agencies within the region.
- 10) Coordinate transportation planning activities with local, regional, and statewide resource agencies.

- 11) Continue to support the State in performance-based planning and programming and target setting. Attend meetings and trainings as needed for continued cooperation.
- 12) Maintain RIC's website and social media platforms to publish appropriate documents and notices.
- 13) Produce the "RIC Messenger" quarterly newsletter and the RIC Annual Report as part of RIC's public participation program.
- 14) 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) Draft FY 2025 Budget and Unified Planning Work Program (UPWP)
- 2) Final FY 2025 Budget and Unified Planning Work Program (UPWP)
- 3) FY 2025 Budget Amendments as necessary
- 4) Agendas, minutes, and all meeting materials for RIC TTAC Meetings
- 5) Funding applications and financial records as required
- 6) A transportation planning process that supports adopted performance targets
- 7) Web-based transportation planning documents and notices
- 8) Three (3) issues of the "RIC Messenger" quarterly newsletter and one (1) RIC Annual Report
- 9) Agendas, minutes, and all meeting materials for RIC Policy Board meetings

**301124 Long Range
Transportation Plan**

DIRECT EXPENSES	Salaries	\$ 27,661
	Fringe Benefits	\$ 11,605
	Contracted Services	\$ 60,000
	Travel	\$ 1,500
	Printing	\$ 1,000
	*Other	\$ 500
Total Direct		\$ 102,266
Indirect		\$ 15,488
Total		\$ 117,754

Element #	301124
Total Cost	\$ 117,754
Participating Agencies:	
FHWA	\$ 94,203
WVDOT	\$ 11,775
RIC	\$ 11,775

Description:

Throughout FY 2021, RIC staff continued the MTP update in conjunction with Kimley-Horn, which began in FY 2020. The current MTP was adopted by the RIC Policy Board on September 9, 2021. The MTP included a System Performance Report (updated annually) to document performance trends and track progress toward attaining performance targets as outlined by the initiatives of Transportation Performance Management (TPM) and performance-based planning and programming.

Work activities for FY 2024 include implementation of identified transportation improvement projects and/or studies contained within the current MTP. During the second half of FY 2024, the RIC transportation staff will solicit qualifications for professional consultant services to initiate an update to the MTP. The MTP update will be tentatively proposed for consideration of adoption by the RIC Policy Board in September 2025. Work activities may also include amendments to the current MTP if necessary.

Work Activities:

- 1) Review and recommended projects from the current MTP and amend the plan as necessary.
- 2) Determine financial feasibility of potential projects requiring further study.

- 3) Coordinate and facilitate the public involvement process for the MTP update.
- 4) Ensure any plan amendments conform to the Clean Air Act (CAA), as amended, and the State Implementation Plan (SIP), and will satisfy transportation conformity requirements.
- 5) Develop a draft and final scope of work for the MTP update.
- 6) Develop and publish a Request for Qualifications for professional consultant services for the MTP update.
- 7) Generate an independent cost estimate for the MTP update.
- 8) Update population, employment, and school enrollment forecasts or projections to be utilized in the MTP update. Update any other data as needed.
- 9) Execute a project agreement for professional consultant services to assist in the development of the MTP update.
- 10) Acquire, review, and summarize all relevant existing data, studies, and plans performed for the regional transportation system for integration in the MTP update.
- 11) Perform any other work tasks necessary to comply with the Infrastructure Investment and Jobs Act (IIJA), CAA, Title VI of the Civil Rights Act of 1964, Environmental Justice, or other requirements.

Products

- 1) Draft MTP document and stand-alone executive summary
- 2) Presentation of the findings and recommendations contained within the draft MTP and any amendments to the RIC Policy Board, FHWA, and WVDOT
- 3) Transportation Conformity Determination for MTP update and plan amendments as necessary
- 4) Interagency Consultation (IAC) with federal, State, and local planning entities as necessary
- 5) Perform work tasks to maintain compliance with the IIJA/BIL, CAA, as amended, SIP, Title VI, Environmental Justice, and other requirements as necessary

- 6) Continued meaningful public outreach and expansion of web-based public participation opportunities to solicit feedback on programs, plans, and other planning products
- 7) Updated population, employment, and school enrollment forecasts
- 8) Request for Qualifications for professional consultant services and independent cost estimate for MTP update
- 9) Scope of Work for MTP update
- 10) Finalized project agreement for MTP update
- 11) Summarized existing transportation system conditions report

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301224 Transportation Improvement Program (TIP)

DIRECT EXPENSES	Salaries	\$ 28,143
	Fringe Benefits	\$ 11,807
	Contracted Services	\$ -
	Travel	\$ -
	Printing	\$ 500
	*Other	\$ 440
Total Direct		\$ 40,890
Indirect		\$ 15,758
Total		\$ 56,648

Element #	301224
Total Cost	\$ 56,648
Participating Agencies:	
FHWA	\$ 45,319
WVDOT	\$ 5,665
RIC	\$ 5,665

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 requirements of the Clean Air Act (CAA), as amended and the State Implementation Plan (SIP).
- 6) Ensure RIC's TIP and all transportation projects contained within it comply with all Title VI 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 Public Transit and other agencies.
- 2) Update the current TIP document, including the addition of amendments and adjustments.
- 3) Update RIC's TIP transportation improvement 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 proposed 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 Infrastructure Investment and Jobs Act (IIJA), CAA, Title VI and Environmental Justice requirements.
- 8) Publish legal notices within the Charleston Gazette-Mail advertising any proposed amendments to the TIP.
- 9) Develop updated TIP for fiscal years 2024 - 2027.
- 10) Prepare an annual list of approved transportation improvement projects obligated by WVDOT during the previous fiscal year.
- 11) Maintain currently adopted TIP document and amendments list on the RIC website.
- 12) Maintain updates to the RIC TIP equity analysis web-based tool on the RIC website

Products:

- 1) TIP amendments, including new projects and administrative modifications that support current performance targets
- 2) Updated TIP project database

- 3) Publish legal notices in Charleston Gazette-Mail as required
- 4) New TIP document for fiscal years 2024 – 2027
- 5) Annual list of state-obligated projects
- 6) Publication of quarterly RIC TIP amendments lists on the RIC website
- 7) Maintain web-based component of RIC's current TIP on the RIC website
- 8) Updated RIC TIP equity analysis tool on the RIC website

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301424 Short-Range Planning

DIRECT EXPENSES	Salaries	\$ 32,235
	Fringe Benefits	\$ 13,524
	Contracted Services	\$ 10,600
	Travel	\$ 500
	Printing	\$ 500
	*Other	\$ 500
Total Direct		\$ 57,859
Indirect		\$ 18,050
Total		\$ 75,909

Element #	301424
Total Cost	\$ 75,909
Participating Agencies:	
FHWA	\$ 60,727
WVDOT	\$ 7,591
RIC	\$ 7,591

Description:

- 1) Provide transportation planning assistance and technical support to local municipalities within Kanawha and Putnam counties.
- 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, WV TMA, as needed.
- 3) Work cooperatively with KYOVA and/or WVDOT on any transportation projects or plans that may impact or be located within the Putnam County portion of the Huntington, WV TMA, as needed.
- 4) Continue implementation and integration of Transportation Performance Management (TPM) initiatives as required.
- 5) Maintain coordinated work efforts with WVDOT to develop and set performance targets for the planning area.
- 6) Ensure consistency between RIC's Comprehensive Economic Development Strategy (CEDS) and planned transportation improvement projects.
- 7) Maintain a system performance report as part of RIC's Congestion Management Process.
- 8) Identify congested locations within the region and determine if said locations need to be added to or removed from the list of congested "hot spot" locations.

- 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) Provide technical assistance to local municipalities in Kanawha and Putnam counties.
- 2) Administer and monitor the Putnam County portion of the Huntington, WV 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) Complete TMA certification review in conjunction with FHWA.
- 5) Implement and integrate Transportation Performance Management practices into the RIC transportation planning program as appropriate.
- 6) Assist in the development of the RIC Comprehensive Economic Development Strategy (CEDS) to ensure consistency between the CEDS and transportation improvement projects.
- 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 to determine congestion rates.
- 10) Perform tasks to support the objectives of the Congestion Mitigation and Air Quality Improvement Program (CMAQ).
- 11) Perform any other tasks to comply with the Infrastructure Investment and Jobs Act (IIJA), CAA, as amended, Title VI, Environmental Justice, and other requirements as necessary.

Products:

- 1) Transportation planning assistance and technical support to local municipalities in Kanawha and Putnam counties
- 2) Coordinate with KYOVA to continue efforts in support of the Congestion Management Plan and Process for the Putnam County portion of Huntington, WV TMA
- 3) Collaborative work with KYOVA on transportation plans and studies for the Putnam County portion of the Huntington, WV TMA
- 4) Integration of Transportation Performance Management (TPM) requirements into the metropolitan transportation planning process
- 5) Comprehensive Economic Development Strategy (CEDS) transportation planning component 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

**301624 Transportation Database/
Travel Demand Model/
Geographic Information
System (GIS)**

DIRECT EXPENSES	Salaries	\$ 17,535
	Fringe Benefits	\$ 7,357
	Contracted Services	\$ -
	Travel	\$ 1,500
	Printing	\$ -
	*Other	\$ 21,231
Total Direct		\$ 47,623
Indirect		\$ 9,819
Total		\$ 57,441

Element #	301624
Total Cost	\$ 57,441
Participating Agencies:	
FHWA	\$ 45,953
WVDOT	\$ 5,744
RIC	\$ 5,744

Description:

- 1) Maintain transportation database, including all current data required for travel demand model and other transportation planning activities.
- 2) Continue development and maintenance of GIS databases, including staffing, education, hardware, software, and data acquisition.
- 3) Maintain and improve the RIC travel demand model as needed.
- 4) Maintain and update the RIC crash and traffic count database as needed.
- 5) Respond to census data requests, census mapping, and traffic count mapping requests from RIC staff, regional agencies, businesses, and the public.
- 6) Assist local governments with GIS-based mapping for the results of the 2020 Decennial Census.
- 7) Provide GIS-based analysis and mapping assistance to the Kanawha Valley Regional Transportation Authority (KVRTA).
- 8) Develop mapping and other GIS-based capabilities in support of the MTP update.

Work Activities:

- 1) Acquire data using GIS capabilities to update RIC's databases to analyze, interpret, and present transportation data as needed.
- 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 crash data, traffic volume, or other transportation data into RIC's databases.
- 6) Coordinate with WVDOT on 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 target reporting requirements or corridor or intersection studies as needed.
- 9) Obtain 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 newly released data from the 2020 Decennial Census.

Products:

- 1) Updated base maps as new data is 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 in support of the MTP update
- 5) Travel demand model output products as needed
- 6) Updated crash databases as data becomes available
- 7) Updated roadway traffic count data and maps for RIC staff, regional agencies, and the public as requested
- 8) Updated census data reports and maps as requested by RIC staff, regional agencies, businesses, and the public

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301724 General Transit Planning

DIRECT EXPENSES	Salaries	\$ 6,675
	Fringe Benefits	\$ 2,801
	Contracted Services	\$ -
	Travel	\$ 500
	Printing	\$ -
	*Other	\$ 500
Total Direct		\$ 10,476
Indirect		\$ 3,738
Total		\$ 14,214

Element #	301724
Total Cost	\$ 14,214
Participating Agencies:	
FHWA	\$ 11,371
WVDOT	\$ 1,421
RIC	\$ 1,421

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 initiatives.
- 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 solicit public feedback as requested.
- 3) Coordinate with KVRTA and communities to relocate bus shelters and signs.
- 4) Coordinate and host (2) public participation meetings for KVRTA at various locations within Kanawha County as requested.
- 5) Produce mapping and perform GIS analysis for KVRTA and regional paratransit agencies as requested.
- 6) Coordinate with KVRTA and WVDPT to set and adopt transit related performance targets. Ensure potential projects support achievement of performance targets.
- 7) Perform intergovernmental reviews 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 update the Coordinated Public Transit-Human Services Transportation Plan.

Products:

- 1) Technical assistance and support for general transit planning for KVRTA
- 2) KVRTA ridership surveys, public meetings, and regional transit providers meetings as requested
- 3) Maps and GIS-based analyses for KVRTA and paratransit agencies as requested
- 4) Planning documents and projects that support transit performance targets
- 5) Complete intergovernmental reviews of Section 5310 grant applications

301824 Special Studies

DIRECT EXPENSES	Salaries	\$ 46,836
	Fringe Benefits	\$ 19,650
	Contracted Services	\$ 80,000
	Travel	\$ 1,000
	Printing	\$ 300
	*Other	\$ 2,000
Total Direct		\$ 149,786
Indirect		\$ 26,226
Total		\$ 176,012

Element #	301824
Total Cost	\$ 176,012
Participating Agencies:	
FHWA	\$ 140,810
WVDOT	\$ 17,601
RIC	\$ 17,601

Description:

Perform subarea, corridor, intersection and/or other multimodal studies based upon recommendations from the Metropolitan Transportation Plan (MTP), or by request or recommendation from a local municipality or WVDOT. Such a study might collect and analyze highway or other transportation system data, determine traffic patterns and/or signal timing, 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 developed.

A recommendation from the current Kanawha-Putnam Bicycle and Pedestrian Plan is the continuation of the RIC Bicycle and Pedestrian Advisory Committee (BPAC) to advise the RIC Transportation Technical Advisory Committee (TTAC) on issues specifically related to nonmotorized transportation. During FY 2024, RIC transportation staff will continue to facilitate quarterly meetings and activities of the RIC BPAC to promote bicycle and pedestrian improvements throughout Kanawha and Putnam counties.

In FY 2023, RIC Staff and Burgess & Niple completed the Road Safety Assessments project. This project compiled crash data, stakeholder feedback, previous plans and studies, and public observations to identify and study five high-priority locations within Kanawha and Putnam counties for safety improvements. Previously prioritized intersections, corridors, and segments identified through the completion of the Hazardous Intersection Study (2019) and crash data were used to prioritize and study locations with significant safety deficiencies for this project.

During FY 2023, in conjunction with Burgess & Niple, a comprehensive safety action plan was developed for Kanawha and Putnam counties. This plan is compliant with the USDOT Safe Streets and Roads for All (SS4A) discretionary grant program. In FY 2024, RIC transportation planning staff will begin the implementation of the plan recommendations.

RIC transportation staff will continue updating both the motorized and nonmotorized crash analysis on an annual basis as crash data becomes available to help guide RIC's studies and plans and improve roadway safety in Kanawha and Putnam counties.

Work Activities:

- 1) Convene quarterly meetings of the RIC Bicycle and Pedestrian Advisory Committee (BPAC).
- 2) Amend the Kanawha – Putnam Bicycle and Pedestrian Plan as needed.
- 3) Assist municipalities with self-evaluations, sidewalk inventories, and ADA transition plan development to ensure compliance.
- 4) Coordinate with other agencies and municipalities on bicycle and pedestrian activities, including technical assistance for the WVDOT Transportation Alternatives and Recreational Trail program.
- 5) Conduct studies and develop projects that promote the initiatives set forth by the Infrastructure Investment and Jobs Act (IIJA).

Products:

- 1) Provide technical assistance for local municipalities on ADA compliance including the development of self-evaluations, sidewalk inventories, and transition plans
- 2) Promote bicycle and pedestrian improvements within the planning area by providing support for grant applications.
- 3) Implement nonmotorized recommendations from the comprehensive safety action plan to improve safety for bicyclists and pedestrians.
- 4) Amend the Kanawha-Putnam Bicycle and Pedestrian Plan as needed.
- 5) Develop area-specific studies to improve safety for all users of the roadways throughout Kanawha and Putnam counties.