

TRANSPORTATION PLANNING ACTIVITIES FOR THE CAPITOL REGION



UNIFIED PLANNING WORK PROGRAM FISCAL YEARS 2018 AND 2019

ADOPTED MAY 24, 2017

Amended October 2017

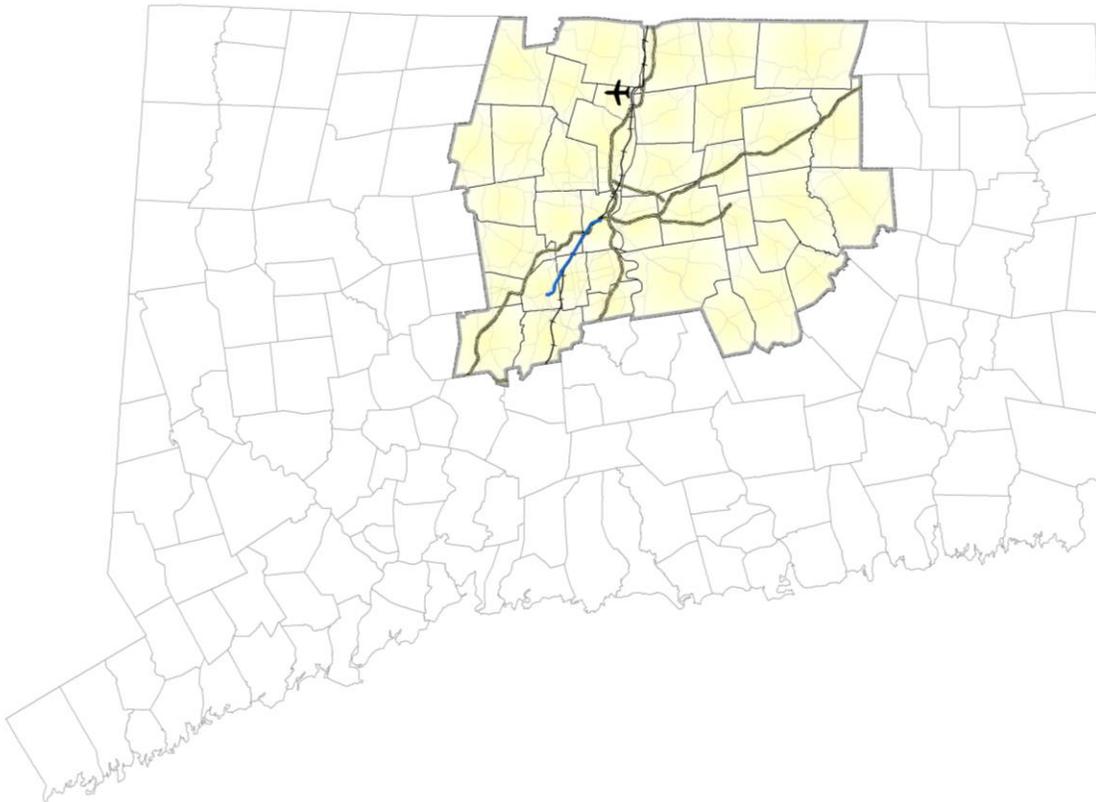


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INTRODUCTION

Capitol Region Council of Governments

The Capitol Region Council of Governments (CRCOG) was established under the Connecticut General Statutes as a voluntary association of municipal governments serving the City of Hartford and 29 surrounding suburban and rural communities. As originally configured, CRCOG was made up of 29 member communities. In 2010, the Town of Stafford joined CRCOG, bringing the total member towns to 30.

In 2014, pursuant to Section 16a-4c of the Connecticut General Statutes (CGS), as amended by Section 249 of Public Act 13-247, the Office of Policy and Management (OPM) completed an analysis of regional planning boundary 're-designations', working closely with the chief executive officers of affected communities. As a result of this process, some towns were re-designated to CRCOG, expanding our regional boundary by eight additional towns. This included four towns previously members of the Central Connecticut Regional Planning Agency (Berlin, Plainville, Southington, and New Britain) and four towns previously members of the Windham Region Council of Governments (Columbia, Coventry, Mansfield and Willington). As of January 2015, 38 municipalities are members of CRCOG.

The Capitol Region is the largest of Connecticut's regional planning regions consisting of 1,046 square miles in size and approximately 974,000 people. CRCOG is guided by the chief elected officials of its member municipalities. The mayors, first selectmen, and town council chairmen make up its *governing* Policy Board. CRCOG member communities have collaborated for more than 40 years on a wide range of projects to benefit the towns individually and the Region as a whole.

Transportation Planning in the Capitol Region

The Capitol Region Council of Governments is committed to developing an efficient, multi-modal transportation system, which will increase the mobility of people and goods within the Capitol Region. Our strategy for achieving this is:

- described in the twenty-five-year Regional Transportation Plan,
- further detailed in the four-year Transportation Improvement Plan, and
- refined in this Unified Planning Work Program.

The transportation planning program is undertaken at the direction of the Transportation Committee, with representatives from each town in the Capitol Region. The Transportation Committee reports to the Policy Board. The Policy Board in turn acts as the Metropolitan Planning Organization (MPO) for the Capitol Region. An MPO is a federally mandated and federally funded transportation policy-making entity.

In February 2015, the CRCOG and Naugatuck Valley Council of Governments (NVCOG), supported by all the requisite municipal and MPO resolutions, sent a letter to the Governor requesting an amendment to the existing Capitol Region MPO boundaries. In June 2015, the Governor signed off on the re-designation of the CRCOG MPO boundary to include nine (9) additional communities effective July 1, 2015.

The current boundary for both the RPO and the MPO is shown in Figure 1. Specific MPO Planning Roles and Responsibilities are identified in the Appendix.

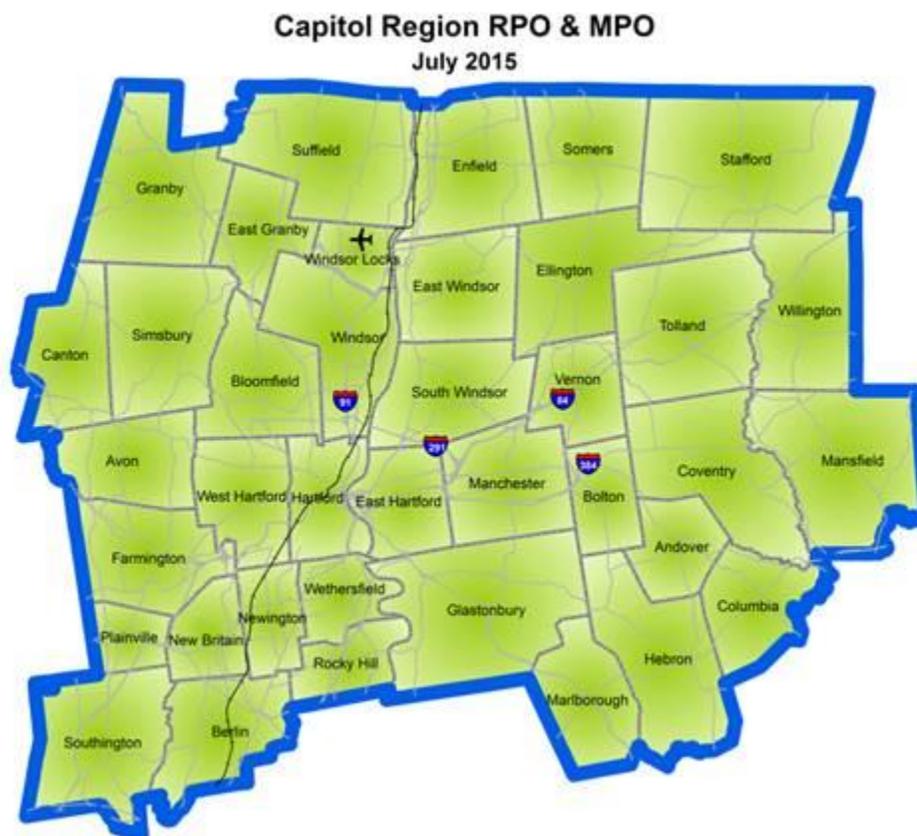


Figure 1

Unified Planning Work Program

CRCOG's Unified Planning Work Program (UPWP) is the transportation planning work plan for the Region. It summarizes the numerous programs, projects and products that we and other transportation agencies, including the Connecticut Department of Transportation, Connecticut Transit and the Greater Hartford Transit District, expect to conduct and accomplish over the next two years (FY2018 and FY2019). It also documents the proposed expenditure of federal, state and local transportation planning funds.

The UPWP is required by the federal government under 23 CFR Part 450.308. Its intent is to assure that the transportation planning program in the Capitol Region is a continuous, cooperative, and comprehensive multimodal process.

We begin by discussing the most important transportation issues in the Region and follow with the specific tasks that have been developed to address those issues.

IMPORTANT ACTIVITIES

Provided below is a list of some of the major activities in which CRCOG will be involved in the next two years. Some of these are new, and some are a continuation of activities initiated in previous years. In addition to addressing the requirements of MAP-21 and the FAST Act legislation, these activities are designed to address issues identified in the current Long Range Transportation Plan. All are likely to require substantial effort on the part of CRCOG committee members and staff.

1. OPPORTUNITIES IN FY2018-FY2019

- **FAST Act and previous MAP-21 Transportation Legislation.** The Fixing America's Surface Transportation (FAST) Act and the Moving Ahead for Progress in the 21st Century (MAP-21) Act, are federal transportation bills that identify a number of policies and requirements of Metropolitan Planning Organizations (MPOs). CRCOG will be working with the Connecticut Department of Transportation (CTDOT) and other partners to implement components of the legislation (e.g. transportation performance metrics).
- **Models of Regional Planning.** CRCOG will continue to work with CTDOT and the eight (8) new CRCOG towns to update regional plans to incorporate the priorities and needs of its new member municipalities. CRCOG will also continue to work to promote cooperation and coordination across MPO boundaries and across State boundaries where appropriate to ensure a regional approach to transportation planning.
- **Long Range Transportation Planning.** CRCOG will be updating its Long Range Transportation Plan under this work program. This is an opportunity to reimagine the future of the Capitol Region given the recent success of CT *fastrak*, the near-term enhancements to CT *rail*, the upcoming reconstruction of the Interstate 84 highway and rail viaducts, and momentum to connect Hartford - Springfield and Boston.
- **Ladders of Opportunity.** CT *fastrak* and enhanced Hartford Line rail service will improve the access of individuals from housing and employment to essential services such as health care, schools/ education, and recreation. CRCOG will work with our partners to continue to identify employment, housing, transportation and other community assets and anchor institution analytics. This emphasis may include coordination with CTDOT to identify performance measures and methods to measure the transportation system's connectivity to essential services and the use of this information to identify gaps in transportation system connectivity that precludes access of the public including traditionally underserved populations to essential services.
- **Livable Sustainable Communities.** CRCOG acknowledges the importance of taking an integrated regional approach to transportation, land use and the environment. Staff will continue to promote transportation planning and design that supports livable communities' goals. Funding through potential new programs will be monitored and pursued. CRCOG will also work in cooperation with CTDOT and other state and local agencies to improve transportation system resiliency in the face of climate change, sea level rise, and severe storm events, and support CTDOT's climate change and resiliency planning efforts.

2. HIGHWAY AND INFRASTRUCTURE INITIATIVES: Work with CTDOT, our municipal officials and other stakeholders to advance infrastructure projects and initiatives that address safety, mobility and streamlining.

- **Interstate 84 Viaduct.** CTDOT is advancing environmental planning and engineering for the I-84 Hartford Viaduct Replacement: An Environmental Impact Statement and two screening reports. The screening reports utilize a tiered process to reach the reasonable range of alternatives based on the project's purpose and need, goals and objectives, stakeholder considerations and impacts. The Environmental Impact Statement will be conducted in accordance with the National

Environmental Policy Act (NEPA) and Connecticut Environmental Policy Act (CEPA). Replacement of the I-84 Viaduct also poses a major financial challenge with replacement costs anticipated to be over \$4 billion. Existing state and federal revenue streams are simply insufficient to support a project of this size in the face of numerous competing needs. CRCOG will continue to work with CTDOT, the City of Hartford and other stakeholders to understand how to finance this important transportation project.

- **Local Transportation Capital Improvement Program (LOTICIP).** CRCOG will continue to work to establish the success of this state-funded program, which provides funding for municipal projects of regional significance. Since LOTICIP's inception in 2013, CRCOG has been charged with administering between \$12.6 million and \$20.7 million annually under this program. It is expected that CRCOG will be administering \$17.4 million and \$17.9 million in FY 18 and FY19, respectively. Anticipated FY2018 and FY2019 tasks entail refinement of program guidelines, holding solicitations for projects, working with selected consultants for CRCOG On-Call Program Management and Design Review assistance, and program management. Work under this program will not be billed under the UPWP work tasks, rather directly charged to the LOTICIP program.
- **System Investment and Performance.** CRCOG will continue to put emphasis on safety programs as well as operations and maintenance initiatives. As it relates to safety we will ensure critical safety locations are addressed, the needs of older drivers and vulnerable users are considered, and support the state's strategic highway safety plan. CRCOG will also assist CTDOT in the development of regional goals for the transportation system, and in the development of a set of performance measures by which the attainment of these goals may be tracked. CRCOG will work with CTDOT, FHWA, FTA and other stakeholders to begin to identify performance metrics and targets appropriate to the Region, in accordance with the regulations being promulgated by USDOT with regard to MAP-21 and FAST Act requirements.

3. TRANSIT INITIATIVES: Support on-going special transit initiatives

- **CTfastrak Expansion.** Based on previous studies and analyses, CRCOG will continue to work with stakeholders to support the advancement of this project. The project is to be implemented in two phases, the first of which resulted in enhanced local bus service in FY 2017. CRCOG will work with CTDOT, CT *transit*, local municipalities, and other stakeholders to advance the next phase of the project, which is anticipated for FY 2018 and will implement CTfastrak service between downtown Hartford and Mansfield via Manchester.
- **The Hartford Line.** Continue to support state and municipal efforts to advance the Hartford Line project. This includes continued participation in the advancement of future rail and station needs north of Hartford, assistance with technical infrastructure and station planning efforts, and support for local efforts to promote transit oriented development near proposed stations. CRCOG will also work with other planning entities such as PVPC and CTDOT to ensure that the interests of the CRCOG region are reflected in other New England wide planning efforts for intercity or commuter rail planning efforts.
- **Engaging Anchor Institutions and Neighborhoods in Transit Oriented Development.** Continue to work to engage anchor institutions, government and community organizations in CT *fastrak*, CT *fastrak* Expansion, and CT *rail*-Hartford Line Corridors in an effort to spur mutually beneficial relationships that generate TOD and economic growth in the region.

4. INITIATIVES AND STUDIES: Work with CTDOT, our municipal officials and other stakeholders to advance a number of initiatives / studies generally bulleted below:

- NextGenCT Pathways to UConn: Eastern Gateways Study
- Transportation Safety and Improvement Study, Farmington / Hartford
- Route 5 Corridor Study – East Windsor
- Silver Lane Corridor Study – East Hartford
- Farmington Canal Heritage Trail Gap Closure and CT *fastrak* Connection Study
- Regional Complete Streets Inventory, Assessment, and Action Plan

5. OTHER EMPHASIS AREAS

- **Freight.** CRCOG will continue to work with our statewide partners in developing and evaluating effective approaches to freight planning. CRCOG utilizes a freight planning strategy that includes a continuous planning approach to address freight transportation needs and enable the region to proactively consider freight transportation needs in the overall planning process. CRCOG has been working with CTDOT on the development of a Statewide Freight Plan, which is anticipated for completion in early FY2018. This plan will include guidelines for MPO-level tasks relating to freight planning, which CRCOG will follow in FY2018 and FY2019. CRCOG will also continue to outreach to freight stakeholders and refine the regional freight transportation infrastructure inventory. CRCOG remains available to participate in FHWA's freight advisory group and will continue to work with neighboring regions and States on freight issues that go beyond the boundaries of CRCOG.
- **Vulnerable Users Planning.** CRCOG will continue to support a variety of activities intended to make the Region more bicycle and pedestrian friendly. CRCOG will be initiating a regional complete streets inventory, assessment, and action plan that will replace the existing CRCOG Bicycle and Pedestrian Plan.

PLANNING GOALS

Federal legislation identifies planning factors that Metropolitan Planning Organizations (MPOs) like CRCOG must consider in their planning programs. These general planning goals are identified below.

- **ECONOMIC VITALITY.** Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency.
- **SAFETY.** Increase the safety of the transportation system for motorized and nonmotorized users.
- **SECURITY.** Increase the security of the transportation system for motorized and nonmotorized users.
- **ENVIRONMENT & PLANNING.** Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns.
- **SYSTEM INTEGRATION.** Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight.
- **MOBILITY.** Increase the accessibility and mobility of people and freight.
- **SYSTEM MANAGEMENT.** Promote efficient system management and operations.
- **SYSTEM PRESERVATION.** Emphasize the preservation of the existing transportation system.
- **RESILIENCY & RELIABILITY.** Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts on surface transportation.
- **ENHANCE TRAVEL.** Ensure the transportation network is friendly to travelers and connections between modes are as seamless as possible.

STANDARD WORK TASKS

Task 1: Management of the Planning Process

OBJECTIVES:

The primary objective is to manage and administer the activities of the Unified Planning Work Program (UPWP). This includes developing the work program, managing the work activities, and preparing required progress and financial reports.

PREVIOUS WORK:

CRCOG has prepared and managed annual work programs for its transportation planning program since 1974. It has developed procedures for managing staff, reporting to CRCOG boards and committees, reporting to CTDOT, FHWA, and FTA on program activities and financial status.

MAJOR ACTIVITIES:

Staff & Task Management. CRCOG will manage staff and program resources in a manner appropriate to assure tasks in the work program are completed in accordance with the work task descriptions contained in the Work Program, in accordance with FHWA and FTA regulations, and in accordance with third party contracts executed by CRCOG. CRCOG will also assure that proper reports on program progress and financial status are provided to all funding agencies. CRCOG will also assure that the 2014 MPO Certification Report recommendations are complied with, as appropriate (see other tasks for specific work). CRCOG expects to continue consultant assistance for the public participation plan update and hire a consultant for long range plan assistance.

MPO Re-designation and Membership. As of July 1, 2015, CRCOG's boundaries have been amended to include an additional eight towns. CRCOG staff has worked to amend relevant planning documents to include these towns and will continue to do so as regional documents are updated.

Budgeting. CRCOG has established fiscal and management procedures to integrate CRCOG's UPWP activity into CRCOG's overall budget, accounting and program processes.

Audits. CRCOG engages an independent Certified Public Accountant to prepare an annual audit. It is delivered to CTDOT for its review and approval. This audit shall be performed in accordance with OMB Circular A-128, Audits of State and Local Governments.

PRODUCTS:

1. Unified Planning Work Program for FY2018-2019
2. CTDOT-CRCOG Agreement
3. Quarterly program progress reports (including Title VI activity report)
4. Audit reports for FHWA, FTA, and CTDOT funded projects
5. Affirmative Action Plan for CRCOG

SCHEDULE:

	FY2018				FY2019			
	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun
Staff Management								
CTDOT-CRCOG Agreement								
MPO Document Amendments								
Consultant Management								
Budgeting & Fiscal Mgmt								
Amend / prepare UPWP								
Quarterly reports								
Title VI element of qtr report								
Affirmative Action Plan								
Annual Audit								

Note: The shading in the above table (and the ones following this table within the report) are meant to represent CRCOG anticipated schedule of progress. The dark shaded boxes represent when we expect a given activity / task will be undertaken.

Task 2: Data Inventory, GIS & Forecasting

OBJECTIVES:

To develop and maintain travel forecast models for CRCOG and to assist CTDOT in the updating of data bases for their travel model. To maintain, improve and expand a regional geographic information system to support other transportation planning activities. To maintain other transportation data to support transportation planning activities of CRCOG and other agencies such as CT *transit* and the Greater Hartford Transit District (GHTD).

MAJOR ACTIVITIES:

Maintain, operate and develop the travel forecast model. The databases and networks for the model need to be continuously maintained and verified to reflect changes in the Region. The model also needs to be re-calibrated for any specific studies for which it is used. The model has been used to prepare forecasts for projects such as CT *fastrak*, the Regional Transportation Plan and numerous corridor studies. CRCOG will keep the model software current and ensure the model's highway and transit network, and the socioeconomic data is as up-to-date as possible. CRCOG will also work to ensure available technologies are being used to their capability and best practices are evaluated for regional applicability. *

Update the travel forecast model. The model is updated every five years to reflect the employment and population as well as transportation system changes in the model area. CRCOG is also fully prepared to incorporate the results from the latest household travel survey and transit on-board survey to the travel demand model. CRCOG will also monitor and provide input on other available information and ensure the data is accurately included in the model. *

Documentation and Quality Control. CRCOG will continue to maintain a log / binders documenting model changes and improvements and work toward developing a model manual. *

Leverage 2016 LIDAR data. Investigate and evaluate methods and software to utilize the high quality elevation data collected statewide as part of a CRCOG managed project.

Maintain the regional GIS system. CRCOG will continue to maintain and update the regional GIS system as well as regional zoning and land use data.

Web access to GIS. CRCOG provides a web-based GIS Mapping site that provides member municipalities' access to both CRCOG and town maintained data. This site has been available to the public since FY2007. Utilizing funds from the Regional Performance Initiative Program (RPIP) funded by the CT Office of Policy and Management, the site and the critical regional parcel database will continue to be updated and upgraded to the latest data and web-based GIS technology.

Interactive web-based TIP. CRCOG developed an interactive website that graphically display information from the TIP. This site allows users to see where projects are located on a map and retrieve detailed information on project funding. CRCOG also has the capability of adding photos and other documents. CRCOG will continue to develop this site and update the data as the TIP is updated.

Develop demographic forecasting methods. Evaluate improved methods for forecasting growth in population, households, and employment *by town*. *

Develop land use forecasting methods. Continue developing improved methods for allocating forecasted growth in population, households, and employment *by TAZ* within a town. Develop improved methods for assessing land use growth in the Region, for identifying major growth corridors and for analyzing related transportation improvements. *

Performance metrics. In accordance with MAP-21 / FAST Act requirements, CRCOG will work with CTDOT to identify performance metric data as identified by FHWA and FTA. CRCOG will also work with regional stakeholders to identify performance targets as they relate to that data, also in accordance with MAP-21 / FAST Act requirements. *

NPMRDS travel time data. Develop and maintain a data processing system for summarizing and presenting, as well as identifying outliers in the data. The system will consist of user interfaces and various tables and charts. *

Other Data. Collect other data for CTDOT and others as needed. (e.g.: HPMS, FHWA 536 Report) CRCOG will also monitor available information (e.g. time-of-day modeling performed under the I84 Hartford Project) to ensure the material is understandable and able to be used by the region. CRCOG will also work to understand best practices in travel demand modeling and applicability with the our regional context (e.g. time-of-day model, special generator model) and vet those with regional and statewide stakeholders. *

CRCOG Website and Accessibility. CRCOG completed an update of its website in FY2017, enabling easier accessibility to transportation documents, meeting dates, agendas, and minutes. CRCOG will continue to share plans, studies and information with the public via its updated website as well as other outlets. CRCOG will continue to make the website accessible to more people by understanding and complying with nationally recommended guidelines for making the site more accessible to the blind and to persons with low-vision. CRCOG will continue to research and work with State and federal guidelines and implement them as feasible.

* Consultant Services will be used to supplement internal CRCOG staff resources. CRCOG will follow a Qualifications Based Selection (QBS) process when selecting a consultant and the consultant agreement will be shared with CTDOT and FHWA.

SPECIAL DIRECT COSTS:

1. Travel model: software-\$4,000 (annual software maint. & support fees - TransCAD (2018 & 2019)
2. Regional GIS: software - \$6,900 (annual software maintenance and support fees to ESRI (ArcGIS) (2018 and 2019)
3. Web GIS: \$7,600 (annual maintenance and support fees – Total cost is \$12,670 per year; 60% of which is estimated to be transportation related. Web-GIS will be used for mapping transportation projects and other transportation planning related activities.) (2018 and 2019)
4. ESRI Network Analyst: software to analyze road networks - \$3,000 (software purchase and annual maintenance / support fees) (Total; \$2,500 in 2018, \$500 in 2019)
5. ESRI 3D Analyst: software to analyze, manipulate and present lidar data - \$3,000 (software purchase and annual maintenance / support fees) (Total; \$2,500 in 2018, \$500 in 2019)
6. SQL Software - \$3,200 (software / hosting and support fees) (2018 and 2019)
7. Desktop computer(s) for Transportation Planning Staff - \$5,200 (Total for 2018 and 2019)
8. Modeling system - \$3,700 for new modeling work station and support (2018)
9. Traffic Counting Equipment - \$3,000 (Total for 2018 and 2019)
10. Plotter - \$7,000 (2018)
11. Misc Computer Supplies (e.g. toner, unplanned software, external drives) - \$1000 (2018 and 2019)
12. Consultant Services: \$335,000 (estimated not to exceed total amount)

PRODUCTS:

- | | |
|--|--|
| 1. Regional travel forecast model | 6. Performance metrics coordination & identification |
| 2. Regional GIS | 7. Website enhancements |
| 3. Web access to regional GIS | 8. NPMRDS processing system |
| 4. Interactive web-based TIP | |
| 5. Accurate land use data for both the regional and state travel forecast models | |

SCHEDULE:

	FY2018				FY2019			
	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun
Maintain travel model								
Maintain regional GIS								
Maintain Interactive web-based TIP								
Public access to GIS on website								
Demographic forecast methods								
Land use forecast methods								
Performance metrics collection								
Website enhancements								

Task 3: Planning and Policy Development

OBJECTIVES:

To encourage the development of an efficient multi-modal transportation system which will increase mobility of people and goods within the Capitol Region and minimize energy consumption and air pollution. Categories under this task include:

- a. Transit Planning
- b. Project Selection and Programming
- c. Bicycle and Pedestrian Planning
- d. System Management and Operations
- e. Freight Planning
- f. Livability and Sustainable Communities

PREVIOUS WORK:

Regional Transportation Plan, 2015
ITS Strategic Plan for the Capitol Region, 2015
FY 2015 Freight Planning Summary and Materials Report
2008 Regional Bicycle and Pedestrian Plan and 2015 Update Addendum
Transportation Improvement Program FFY 2015-2018

MAJOR ACTIVITIES:

Staff Support to CRCOG Committees. CRCOG staff provides technical support to the CRCOG Transportation Committee and the CRCOG Policy Board. These are the two primary boards that are involved in developing CRCOG transportation policies and plans. Staff also provide technical support to the CRCOG Bike and Pedestrian Committee, which reports to the CRCOG Transportation Committee.

Regional Transportation Plan. CRCOG undertook a minor update of the Capitol Region Transportation Plan in accordance with MAP-21 regulations and guidelines. The Plan covers a 30-year period and was developed in coordination with CTDOT and the State transportation plan. Comments were solicited from land use and environmental resource agencies as well as the public. During FY18 and FY2019 this document will be updated to comply with MAP-21 and FAST Act requirements. CRCOG, with consultant assistance, will update the plan starting with an inventory of regional demographics and existing conditions. Focus group discussions and public outreach (see Task 5 for description of public involvement and environmental justice analysis related to this planning effort) will also be a critical part of the plan update as well as performance measures and targets. The plan will also address requirements contained in the new planning rule.

Freight Planning Coordination. CRCOG will continue to work with CTDOT and other MPOs on the creation of the Connecticut Statewide Freight Plan. CRCOG's role in this effort includes stakeholder identification and outreach, public outreach, data collection, document review, and representation on the Connecticut Freight Advisory Committee. As part of this committee, CRCOG will participate in meetings, submit priorities for freight-supportive infrastructure and policy improvements/changes, and provide feedback on performance measures.

Coordination with other MPOs. CRCOG will coordinate with other MPOs in the Hartford Urbanized Area and continue our coordination efforts with the Pioneer Valley Planning Commission (PVPC).

Coordination with CTDOT. CRCOG will coordinate with CTDOT on various issues as specified in the 'Statement of MPO Planning Roles and Responsibilities' (see Appendix A), including but not limited to the development of performance targets as well as data collection and analysis of performance metrics in accordance with MAP-21 / FAST Act requirements, and giving consideration of transportation system impacts on air quality within the Region and in formulating conformity determinations.

Consultation with land use and resource agencies. CRCOG will consult with land use and environmental resource agencies as appropriate during the development of transportation plans and programs. We will also coordinate with air resource agencies and other planning partners to assure

that they conform to the Clean Air Act Amendments and State Implementation Plan. CRCOG will also work with CTDOT in giving consideration to the impact of the transportation system on climate change and make conformity determinations as needed.

Consistent with Public Participation Policies. We will develop transportation plans and programs in a manner that is consistent with our public participation and environmental justice policies.

Incorporation of Performance Measures in the Planning Process. CRCOG will incorporate the collection of appropriate Performance Measures in the regional planning process. In cooperation with CTDOT, CRCOG will set Performance Targets for the Region and incorporate an analysis of progress toward those Targets, as soon as possible after such Targets are identified.

Staff Training and Development. CRCOG will assess training and professional development opportunities to strengthen our internal resources in this work task. We will continue to participate in training opportunities extended to us through CTDOT, our federal partners (e.g. Talking Freight Webinars) and statewide organizations (e.g. ITS).

PRODUCTS

1. Decisions on major transportation policy issues as they arise.
2. Regional Transportation Plan
3. Adopted plans and programs consistent with the Clean Air Act and SIP.

SPECIAL DIRECT COSTS

1. Long Range Transportation Plan Update and Performance Measurement Assistance – Focus Group Consultant Assistance, Plan Branding, Inventory of Regional Demographics, Existing Assets and Existing Conditions, Performance Measurement Analysis, Plan Development (\$400,000)
2. Staff Training and Development
3. Outside Training for Municipalities (\$1,500 per year)
4. Legal Assistance (Agreements, MOUs) (\$1,000 per year)

SCHEDULE

	FY2018				FY2019			
	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun
Support to committees								
Regional Transportation Plan								
Policy development & refinement								

Task 3a: Transit Planning

OBJECTIVE

To foster the development of sound public policy for the Region's public transportation systems.

MAJOR ACTIVITIES

Transit Planning & Policy Assistance. CRCOG will assist its own committees and other agencies in the development of transit programs and policies. Much of the effort will be devoted to cooperating with CT **transit** and CTDOT to assist with transit planning in the Region. As part of that effort, CRCOG intends to work on the tasks listed below:

- Bus Shelter Program: Working with CT **transit**, CTDOT, the Greater Hartford Transit District (GHTD), and our municipalities, CRCOG will assist in the coordination of the program that transfers responsibility for the shelters from the municipalities to CT **transit** and then, to a private firm.
- Transport Hartford Academy: CRCOG will assist the Center for Latino Progress as needed for its transit workshops scheduled for the first half of FY2018.
- Transit Parking Needs. CRCOG will assist our partners to identify transit parking needs and local interface improvements. CRCOG will also work with CTDOT to understand commuter parking lot capacity and expected long term use as the I-84 Viaduct gets reconstructed and CT **fastrak** / transit ridership grows.
- Transit Security and Safety: CRCOG will cooperate with CTDOT, CT **transit** and others in their efforts to maintain and improve security and safety of transit facilities in the Region.
- Transit Service Planning: CRCOG will participate on the CT **transit** Bus Service Review Committee. CRCOG will assist CT **transit** by evaluating demographic data to help define transit needs and assist with identifying new service needs. CRCOG will continue to manage a Comprehensive Route Analysis study of the Region's bus service (see Task 8 below).
- Travel Demand Management. CRCOG will work with communities and major employers to develop TDM strategies and work toward implementing them. CRCOG will also coordinate our TDM efforts with CTDOT's consultant.
- Market Analysis of Bus Rapid Transit and Rail Corridors: CRCOG will work to advance recommendations from the Sustainable Communities Regional Planning Grant funded study, which was prepared to improve understanding of the individual TOD opportunities that exist and how they fit into the regional economic context.
- Best Practices for Engaging Anchor Institutions: CRCOG will work with its partners to advance the recommendations of the ***Building Corridors of Opportunity: Best Practices for Engaging Anchor Institutions and Neighborhoods*** study, which was prepared to better understand which institutions within the Capitol Region are best suited to engage in economic development activities along the CT **fastrak** and Hartford Line transit corridors. CRCOG has recently initiated work under a new OPM RPIP grant entitled, Next Steps in Engaging Anchor Institutions and Neighborhoods in Transit-Oriented Development (TOD) which will follow up on the recommendations of the previous study (see Task 14).
- Ladders of Opportunity: CT **fastrak** and enhanced Hartford Line Rail service will improve the access of people to jobs in the Hartford-Springfield Knowledge Corridor, and also spur new housing and employment in station areas. Improvements to downtown Hartford infrastructure, through the City of Hartford's TIGER project and through implementing a regional bus shelter program, will improve the portals to the transit system. CRCOG will work with our partners to identify potential grant opportunities to conduct an inventory of employment, housing, transportation, and other community assets. CRCOG will also explore the use of advanced scenario planning tools that can support station area and/or corridor level planning, thus strengthening the transit-jobs linkage.
- Corridor Advisory Committee. CRCOG and several partner agencies have established a Hartford Line and CT **fastrak** Corridor Advisory Committee (CAC), and also a CT **fastrak**

Subcommittee that serve as a forum for discussing issues of shared concern related to these projects and associated transit oriented development within the corridors. Working in partnership with municipalities, CTDOT, Connecticut Economic Resource Center, the Connecticut Main Street Program, and other regions, CRCOG facilitates regular meetings and assists in technical requests and other tasks as assigned. As requested by the Committee and CTDOT, CRCOG developed Station Area TOD Progress Reports that provide a snapshot of actual development completed or underway in station areas, as well as other activities underway to prepare for and support transit-oriented development. The TOD Progress Reports will be updated quarterly.

- Regional Transit Strategy. CRCOG will work on understanding how to advance an update of the Regional Transit Strategy, exploring options for funding an update and securing the resources to initiate the update.

Coordinated Plan of Human Services Transportation. CRCOG will work with the Lower Connecticut River Valley Council of Governments (RiverCOG) to update the Locally Coordinated Human Services Transportation Plan, in accordance with CTDOT guidelines. In this effort, we will work with municipalities, CT **transit**, and other operators of human service transportation. This planning effort builds upon other efforts already ongoing at CRCOG:

- Section 5310 Priorities: CRCOG will continue to work with CTDOT to select eligible public entities and non-profit groups to receive funding to purchase vehicles for their programs. The selection process will be coordinated with LOCHSTP and other regional transit needs.
- Demand Responsive Services, Municipal Grants: CRCOG will continue to work with each town in the Region to assist them in applying for state funding available for demand responsive services. As part of this work, we encourage the towns to work together in the delivery of demand responsive services. We will continue this effort to encourage cooperation.
- Jobs Access Program: In August 2015 administration of the Jobs Access program moved to CTDOT based on a partnership between CTDOT, the Department of Social Services, and the Department of Labor. CRCOG will work to identify major employers within the region and advocate for expanding transit availability to their employees.

CTfastrak ACTIVITIES

Station Area Planning. CRCOG will work with municipalities along CT **fastrak** to ensure Transit Oriented Development principles and plans are advanced.

Choice Riders. CRCOG will work with CTDOT to understand how we build choice ridership on CT **fastrak**. This could entail working to secure grant funds to advance a study or working with local colleges and universities on application development or other efficiencies that could be realized.

Connections to CT **fastrak** Stations. CRCOG will work with CTDOT and other stakeholders to identify missing gaps and potential improvements to the pedestrian and bicycle infrastructure that supports linkages to the CT **fastrak** stations. In FY 2015, a CRCOG Active Transportation Audit was developed which could help with this effort. Additionally, CRCOG was awarded a state grant to update its Pedestrian and Bicycle Plan and in FY 2017 will begin to work on this planning process. The resulting Regional Complete Streets plan will identify gaps in the existing bicycle and pedestrian network including any gaps at transit stations, including along CT **fastrak**. For more information on the Regional Complete Streets Plan, (See Task 13).

THE HARTFORD LINE RAIL ACTIVITIES

Outstanding Hartford Line Rail Infrastructure. CRCOG will continue to work with municipalities and CTDOT to understand potential funding sources to advance important outstanding Hartford Line Rail infrastructure pieces (e.g. Double tracking north of Hartford; new stations in Newington, West Hartford, and Enfield; enhancements to Windsor and Windsor Locks stations).

Hartford Line Rail – Linkages to Montreal and Boston. Our neighboring states of Massachusetts and Vermont in cooperation with CTDOT are actively working to make linkages to Montreal and Boston so the Hartford Line is part of a greater system (Northern New England Intercity Rail Initiative, NNEIRI). CRCOG will support efforts made by these states and assist as necessary.

State-of-Good-Repair (Future Hartford Line Rail Phases). Two significant infrastructure pieces along the Hartford Line will need attention in the future: Hartford Viaduct and Connecticut River Bridge. With limited funding sources available, CTDOT will continue facilitating discussions with Amtrak and the Federal Rail Administration to understand financial options to rehab / replace these structures. CRCOG will work with CTDOT, the Interstate 84 Viaduct team and other stakeholders to assist in identifying potential resources for funding these projects in the future.

NEC Future. CRCOG will monitor NEC Future efforts, working to understand the process for the Tier 2 environmental impact study. Due to the geographic location of the Capitol Region within the northeast passenger rail network context, we will continue to work with CTDOT and other stakeholders to emphasize the importance of an alignment that builds upon the current improvements in the Hartford Line corridor and will help establish new east-west connectivity for the Capitol Region. With such a new alignment, Hartford would become a major hub in New England for regional and long distance passenger transportation with the opportunity to significantly improve access to the Region and to the New York and Boston metropolitan areas. We will continue to emphasize the needed interaction of NEC Future planning efforts with our regional transit, CT **fastrak** and CT **rail** planning efforts to ensure that passengers will have efficient local access to the proposed long distance passenger rail services (first mile, last mile problem, reduction of transfer and wait times, optimizing access modes).

Station Area Planning. CRCOG will work with municipalities along the rail line to ensure Transit-Oriented Development principles and plans are considered, developed and advanced. This includes advancing strategies from the Market Analysis of the Knowledge Corridor's Bus Rapid Transit and Rail Corridors study, the CRCOG TOD On-Call assistance project, CTDOT's recent station area planning effort and the **Best Practices for Engaging Anchor Institutions and Neighborhoods** study.

OTHER ACTIVITIES

Union Station Master Plan: Union Station has served as the downtown Hartford train terminal since 1849. The current station was built in 1889, rebuilt in 1915 after a fire, listed on the National Register of Historic Places in 1975, renovated in the 1980s to serve as a multi modal, multi-use facility, and remodeled to provide a local bus transit center in 2015. The station requires regular investment to prevent deterioration of the 100+ year old facility.

Recent and planned transit improvements at or near the station, including CTfastrak, a CTtransit center located within the station, and new commuter rail service, necessitate a new look at the station complex to ensure that it can serve all users efficiently, conveniently and safely. Additionally, the I-84 viaduct study and associated rail study have opened the possibility that rail service might be relocated from Union Station to a new location a short distance to the west. Therefore, the Greater Hartford Transit District will complete the development of a Master Plan for the Union Station Transportation Center Complex that identifies short and medium term opportunities for improving the station's physical plant, improving passenger flows and passenger service, improving the station's exterior environment (including parking), and improving the station's sustainability. The Master Plan will consider the needs of passengers using the station and the needs of pedestrians, bicyclists, and motor vehicle operators in the vicinity of the station. The Plan will identify alternatives ranging from re-purposing current waiting areas to creating better connections between rail and transit services, enhancing the functionality of the existing intermodal center while respecting the historic nature of the Station. The Master Plan will

assess building and building systems condition, passenger experience and convenience, and potential for additional private concessions.

Multimodal Station Planning and Design Study

As part of the I-84 Hartford project, CRCOG will work collaboratively with GHTD, CTDOT, the City of Hartford, and other stakeholders on the Multimodal Station Planning and Design Study. The purpose of this effort is to define the roles and functions of Union Station in the longer term and the new transportation center that will be needed when the railroad tracks are relocated in Hartford as a result of the I-84 reconstruction. The primary tasks within this study are defining a station program, developing a preferred site layout, and preparing conceptual design plans. CRCOG is part of a Transit Technical Committee (see Task 4) that will meet six times over the course of the study to give input and guide the programming and design process. This study is anticipated for completion in FY 2018.

PRODUCTS:

- Regional transit policies and supporting reports
- Locally Coordinated Human Services Transportation Plan
- Section 5310 – Identification of priority projects
- Successful CT **fastrak** and CT **rail** Hartford Line projects
- TOD Station Area TOD Progress Reports—Quarterly Updates
- Union Station Master Plan (GHTD)
- Multimodal Station Planning and Design Study (CTDOT and their consultants)

SCHEDULE:

	FY2018				FY2019			
	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun
General transit planning & policy								
Coordinated services plan								
Section 5310 project selection								
Municipal Grant Program								
Jobs Access Program	Work with CTDOT and regional partners							
Transit security	Assist others as needed							
CT fastrak Assistance								
Station area planning								
CT fastrak assistance								
Forecasting / Modeling assistance								
Before and After Analyses								
Hartford Rail Line Assistance								
Outstanding Infrastructure								
Linkages to Montreal & Boston								
State of Good Repair								
NEC Future								
Hartford Transport Academy								
Multimodal Station Planning & Design Study								

Task 3b: Project Selection & Programming

OBJECTIVES

To develop a program and schedule of transportation improvement projects for the Capitol Region. As part of our *safety management* program, safety considerations are integrated into all aspects of our planning program. Consideration of system preservation goals is also integrated into CRCOG's project selection process.

MAJOR ACTIVITIES

Transportation Improvement Program (TIP). A major update of the TIP (for FFY2018-2021) is ongoing, expected to be complete in September 2017. CRCOG will continue to maintain this new TIP through amendments and actions, in accordance with FTA and FHWA requirements. CRCOG will also assure that (1) the TIP conforms to the State Implementation Plan for Air Quality (SIP), (2) the TIP is consistent with the Transportation Plan, (3) the pertinent public participation requirements are met, and (4) the environmental justice requirements are met.

E-STIP. CRCOG will work with CTDOT to review the requirements for and to develop a plan for transition to the electronic review, approval and administration of the TIP and STIP review. CRCOG will also work with CTDOT on LEAN process recommendations to enhance the current TIP / STIP program.

STP Block Grant Program. CRCOG will cooperatively work with CTDOT on the administration of the STP Block Grant Program. Activities include programming projects, review of project scopes and costs, developing and monitoring project schedules. CRCOG will meet with CTDOT on a regular basis to monitor the advancement of projects.

As it relates to municipally sponsored projects of regional significance, a new state-funded program, Local Transportation Capital Improvement Program (LOTICIP), is expected to fund most of these types of projects. LOTICIP was established in FY2014 and it is expected that it will continue into the future. CRCOG will separately manage this program using state monies.

Municipally-sponsored projects along state roadways will likely continue to utilize STP Block Grant Program funds. CRCOG will continue to work closely with CTDOT to prioritize, program, and advance these projects.

TIGER, Special Appropriations and HPP Project Programming. CRCOG will continue to work with CTDOT to ensure TIGER, special appropriations and High Priority Projects within the region are advanced.

Coordination with other MPOs. CRCOG will coordinate with other MPOs in the Hartford Urbanized Area as specified in the 'MOU Regarding Transportation Planning & Funding in the Hartford Urbanized Area.' The MOU spells out each MPO's individual responsibilities as well as obligations to coordinate planning and funding activities. We will meet at least annually to coordinate funding and work planning efforts. CRCOG will also coordinate with the Pioneer Valley Planning Commission (PVPC) as it relates to initiatives that cross statewide boundaries.

Corridor Study Recommendations. CRCOG staff will work with the Transportation Committee and CTDOT to secure funding to implement projects recommended in various corridor studies and transit studies. CRCOG will continue to give special attention to *safety-related projects*.

System Investment and Performance. CRCOG will assist CTDOT in the development of regional goals for the transportation system. In accordance with MAP-21 and FAST Act requirements, CRCOG will work with CTDOT to develop appropriate Performance Targets for the Region, and to collect and assess performance metrics as evidence of progress toward those Targets. CRCOG will also assist CTDOT with FHWA Report 536 related to capital expenditures on local roads.

Transportation Alternatives Set-Aside Program. CRCOG held a solicitation in 2016 for projects to utilize FY2016-FY2020 Transportation Set-Aside Program funding. CRCOG identified and endorsed four "priority" projects for use of the funds and will work with CTDOT and municipalities to advance the selected projects.

CMAQ Program: CRCOG will work with CTDOT and municipalities to advance selected projects. CRCOG will also work with CTDOT to understand and define a future solicitation framework and schedule.

Local Road Accident Reduction Program. CRCOG will continue to participate in the selection of projects for this statewide *safety program*. This will include the solicitation of candidate projects and selection of the best candidates from CRCOG's towns. CRCOG also understands CTDOT, with consultant assistance, may be advancing regional safety plans. CRCOG will be available to assist in this effort should CTDOT pursue the advancement of a plan with the Capitol Region.

PRODUCTS:

- Transportation Improvement Program, amendments and actions
- STP Block Grant Program - goal in being fully programmed
- Transportation Alternatives Set-Aside Program – coordination on project advancement
- CMAQ Program – coordination on project advancement
- Local Road Accident Reduction Program – selection of best candidates from the Region

SCHEDULE:

	FY2018				FY2019			
	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun
New TIP (FFY 2018-2021)								
TIP (amendments & actions)								
STP Block Grant Program								
System Investment and Performance								
Transportation Alternatives Set-Aside Program								
CMAQ Program								
Local Road Accident Reduction								

Task 3c: Ladders of Opportunity and Vulnerable Users Planning

OBJECTIVE:

To strengthen connections and complete gaps serving essential services (e.g. housing, employment, health care, schools / education and recreation) for the public, including traditionally underserved populations. To foster the development of sound public policy to promote safe travel for vulnerable users (cyclists, pedestrians and others) in the Region.

MAJOR ACTIVITIES:

Help the Region's decision-makers to understand the importance of designing for vulnerable users¹ and to provide the Region's towns with the tools necessary to design safe and effective facilities. CRCOG will continue to implement the Pedestrian/Bicycle Plan adopted in FY 2008, and the 2015 addendum to the 2008 document. CRCOG will also undertake a project to develop a new Complete Streets Plan for the region (see Task 13). The following summarizes key initiatives we will be working on under this work program.

Ladders of Opportunity. CRCOG will work with regional partners on identifying connectivity gaps in access from housing to essential services such as employment centers, health care, schools/education, and recreation. These gaps will be assessed to understand how to construct missing links or remove barriers that preclude access of the public, including traditionally underserved populations.

Bicycle and Pedestrian Committee. The Bicycle and Pedestrian Committee is a support committee, acting in an advisory role to CRCOG's Transportation Committee. CRCOG staff will organize and provide support to the Bicycle & Pedestrian Committee.

Implement the Regional Pedestrian and Bicycle Plan and 2015 Addendum. CRCOG will continue to work on implementing recommendations included in the Regional Pedestrian and Bicycle Plan. Specific activities include:

- Provide guidance to towns on complete streets policies. In particular, going forward CRCOG staff will participate in the Hartford Complete Streets Action Team, a group which grew out of the national Mayors' Complete Streets Challenge.
- Provide workshops, sponsor webinars and research other educational opportunities related to bicycle and pedestrian safety and design.
- Evaluate options for establishing a regional trails fund.
- Work with other stakeholders to continue Share the Road campaign education.
- Work with Bike Walk Connecticut, a nonprofit organization dedicated to improving the bicycling environment and educating bicyclists and motorists about their respective rights and responsibilities.
- Annual Bike to Work Program. CRCOG will assist Bike Walk Connecticut with this effort that has expanded to the Bike Everywhere program.
- Bicycle and Pedestrian Count Program. CRCOG will work to assemble volunteers to coordinate a bicycle and pedestrian count, monitoring walking and bicycling trend data in the region. The count will also aim to collect the newly created CRCOG Active Transportation Audit, particularly at transit station locations.

Action Plan to Increase Walking and Walkability. CRCOG participated in the 2016 Step it Up! Walkability Action Institute, the main product of which was an Action Plan for increasing walking, walkability and complete streets in the Capitol Region. CRCOG will continue to move toward completion of the actions stated in that plan and to be a part of a Community of Practice stemming from this Institute

¹ In Connecticut a 'vulnerable user' is defined as a pedestrian, a highway worker, a person riding or driving an animal, a person riding a bicycle, a person using a skateboard, roller skates or in-line skates, a person operating or riding on an agricultural tractor, a person using a wheelchair or motorized chair, or a blind person and such person's service animal.

sharing regional progress on the five actions of that plan and keeping informed on best practices from across the country.

Regional Complete Streets Plan. (See Task 13) The intent of this project is to create a Complete Streets Inventory, Assessment and Action Plan that will replace the existing CRCOG Bicycle and Pedestrian Plan. The project will include a thorough inventory of complete streets infrastructure, and assess the quality and completeness of that infrastructure. It will also assess the needs and gaps that exist in that infrastructure, with an emphasis on truly complete streets that accommodate bicycles, pedestrians, and transit.

Livable and Sustainable Communities. CRCOG will work with municipalities in promoting safe, environmentally sustainable communities with strong walking and bicycling alternatives. Connectivity enhancements that link multiple transportation modes will also be evaluated.

Bike Share. A Bike Share feasibility study was completed in FY 2014. CRCOG staff will work in partnership with GHTD, CTDOT, local municipalities and other partner organizations to understand next steps as it relates to implementation. These items include identifying agency roles, developing memoranda of understanding between participating agencies, securing funding and outreaching to the public.

PRODUCTS:

- Regional bicycle and pedestrian policies and supporting reports/documents
- Active Bicycle and Pedestrian Committee

SCHEDULE:

	FY2018				FY2019			
	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun
Bicycle & Pedestrian Committee								
Safe Routes to School								
Implement Pedestrian & Bicycle Plan								
Livable & Sustainable Communities								
Bike Share								

Task 3d: Systems Management & Operations

OBJECTIVES:

To encourage and promote the safe and efficient management and operation of integrated, intermodal surface transportation systems to serve the mobility needs of people and freight, and to foster economic growth and development.

MAJOR ACTIVITIES:

Congestion Management. CROCOG completed its second CMP in FY2014, and updated sections of the plan in 2017 to contain updated data analysis by using FHWA's National Performance Management Research Data Set (NPMRDS). Coordination efforts with MPOs within the Transportation Management Area (TMA) were on-going and will continue. The NPMRDS update and resulting coordination efforts have prepared CROCOG and its partners for future strategy updates. CROCOG will review NPMRDS data for select corridors and work to identify congestion mitigation measures as necessary.

Safety Management. Conduct & support safety planning in the Hartford area and the state

- *Regional Safety Management Principles.* CROCOG will advance the regional safety management principles outlined in the Regional Transportation Plan.
 - Include safety in all studies.
 - Improve safety for all modes.
 - Monitor regional safety conditions & trends.
 - Support incident management as a safety tool.
 - Support the CT Strategic Highway Safety Plan, and assure that it is incorporated in the new Regional Transportation Plan, by reference or in some measure of detail.
 - Collaborate with and support CT Safety Circuit Rider Program
 - Collaborate with and support the Traffic Records Coordinating Committee
- *Examples of Safety-Related Activities.* Below is a partial list of safety-related activities CROCOG conducts.
 - Project selection for Local Roads Accident Reduction program
 - Safety planning as part of the bicycle and pedestrian planning program
 - Inclusion of safety analyses in corridor studies
 - Inclusion of safety criterion in STP Block Grant / LOTCIP project selection

Traffic Incident Management (TIM). Support traffic incident management planning in the Hartford area and the State.

- Develop a general framework and approach to defining and engaging municipalities in TIM (both educational and training). Consider newsletter outreach, press releases, and coordinating training opportunities with other stakeholders.
- Work with CTDOT, FHWA, DEHMS and other stakeholders to implement a statewide TIM program to establish regional and statewide goals and objectives, a quality training program for all responders, a Unified Response Manual (URM), and development of performance metrics.
- Assist in development of ITS strategies to support quick clearance of incidents and support efforts at a regional and state level.
- Support and work with other planning groups in the area of congestion management, public safety and ITS implementation.
- Work with municipal officials and CTDOT to understand highway concerns as it relates to safety and traffic incident management.
- Assist in development of mitigation strategies to reduce crashes, fatalities and serious injuries within the region with emphasis on urbanized areas and major traffic corridors.
- Collaborate with other areas of the Work Program to support planning of strategies for congestion management.

Security Planning & Emergency Management. CRCOG will work with its own Public Safety Council, CTDOT, CT Transit and others to maintain and improve security of transportation facilities in the Region. (Note: CRCOG’s Public Safety Council is responsible for Homeland Security issues in the Region.)

- Support the Capitol Region Emergency Planning Commission & the RESF-1 subcommittee, which serves as the transportation component of the emergency management planning group for the Hartford metro area (CRCOG and RiverCOG).
- Support state and regional efforts to develop emergency evacuation plans.
- Support security planning and implementation efforts at CT Transit.
- Support Capitol Region Public Safety Council’s security planning activities.
- Assure that in any update of the Regional Transportation Plan, security issues are addressed for all modes, appropriate goals and strategies are addressed for both highway and transit networks, and that critical facilities and systems are identified.

ITS Planning. Use technology to help manage transportation systems and improve operations

- ITS planning & implementation efforts: work to support implementation of the ITS Strategic Plan adopted in FY2015.
- Maintain regional ITS architecture.
- Coordinate with CTDOT and other stakeholders to conduct the ITS planning program.

Travel Demand Management. Travel Demand Management is an element of operations planning, addressed in Task 3a – Transit Planning.

Operations Planning. Conduct & support operations planning in the Hartford area and the state. CRCOG will do this by:

- Participating in training opportunities associated with operations planning and work to better integrate operations planning into transportation plans and programs.
- Continuing to work with municipalities that maintain traffic signal systems, providing a forum for understanding system operations and maintenance.
- Continuing to explore regional opportunities for cooperation among municipalities (e.g. share a traffic signal engineer, joint purchase agreements and /or a traffic signal systems equipment maintenance sharing).
- Supporting on-going efforts to work with municipalities on traffic signal operations and maintenance plans, including working with the CT Traffic Signal Circuit Rider Program

PRODUCTS:

- Congestion Management Strategy Updates (as needed)
- Regional ITS Strategic Plan and Architecture Maintenance (as needed)

SCHEDULE:

	FY2018				FY2019			
	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun
Congestion Management	As needed							
Safety Management								
Traffic Incident Management								
Security Planning-Emergency Mgmt								
Operations Planning								
ITS & ITS Architecture	As needed							

Task 3e: Freight Planning

OBJECTIVES:

Compared to the traditional highway and transit planning conducted by MPOs like CROCOG, freight planning is best conducted on a much broader geographic scale, and with much more private sector involvement. Due to the expanded geographic scale of most freight issues, we are working cooperatively with neighboring Hartford area MPOs, with the Springfield area MPO, and with CTDOT to develop an effective analytic and institutional approach to freight planning. This includes private sector involvement as well.

PRIOR WORK:

CROCOG started its freight transport planning program in FY 2005. The first few years of the program were dedicated largely to identifying and exploring issues, and establishing an organizational format for conducting the planning program. In March 2015, CROCOG drafted a *FY 2015 Freight Planning Summary and Materials* report inventorying freight infrastructure within the region and analyzing current and future demand. Since the previous UPWP, CROCOG has created a freight webpage and has worked cooperatively with CTDOT on stakeholder identification and outreach, data collection, performance measure development, and document review related to the development of a Statewide Freight Plan.

MAJOR ACTIVITIES:

Regional data collection and issues identification. CROCOG will continue to update the collection of regional freight data and work with other stakeholders to identify major freight issues in the Region.

- a. Working with CTDOT and other stakeholders, continue to compile and refine available data to develop an inventory of existing freight conditions.
- b. Outreach to towns and collect feedback on local freight movement related issues and how they could be addressed on a regional, state or multi-state basis. Define hot spots from the towns' perspective and define a strategy how these key issues could be addressed or how potential solutions could fit into a regional policy.

Support the development of the Connecticut Statewide Freight Plan. CTDOT is nearing completion of a Statewide Freight Plan for Connecticut. CROCOG will continue to work with CTDOT and their consultants on this effort to ensure that the freight needs of the Region are appropriately incorporated. CROCOG's tasks will include:

- a. *Public Outreach:* CROCOG staff will assist with any remaining public/private outreach events by inviting contacts, providing meeting locations, and soliciting input from constituents. CROCOG will also be represented on the Connecticut Freight Advisory Committee.
- b. *MPO Activities:* CROCOG will work with CTDOT and other MPOs to develop a list of MPO-level activities that will be included in the Statewide Freight Plan. This list will include specific ways that MPOs like CROCOG can support freight efforts on the State and New England level as part of the implementation of the Statewide Freight Plan.
- c. *Document Review:* CROCOG will review the draft of the Statewide Freight Plan, provide feedback on freight related performance measures, and ensure that the regional priorities for freight supportive infrastructure and policy improvements/changes are incorporated into the final document.

Interstate nature of freight problems. The 2005 Freight Flow Study clearly established that solutions to most freight flow problems in the Hartford metro area require bi-state or multi-state actions, and collaboration with private industries. A major hurdle to initiating these types of actions is the lack of awareness of the importance of freight in our service economy, and the lack of precedents for collaborative efforts among New England states on freight issues. Therefore, we believe that one of the best roles that we can play in affecting solutions is to raise awareness and promote interstate and interregional collaborations. CTDOT will assist CROCOG, and other regions, on a joint freight planning effort. This will involve at least the following.

- a. *Webinars / Conferences.* Work with others to assist in organizing webinars and/or conferences on freight issues and the importance of freight in the Hartford – Springfield economy and multi-state framework.
- b. *Encourage Collaboration.* Pursue various methods to encourage collaboration between CT and other states that directly impact our freight distribution (MA and NY).

Training and Coordination with Others. CRCOG will continue to be available to participate in FHWA’s freight advisory group to develop effective approaches to freight planning. We will also continue to explore training opportunities for both staff and municipal officials on the benefits of freight planning and environmental implications (e.g. improved air quality).

Maintain a Freight Webpage. CRCOG will maintain its webpage dedicated to freight planning within the CRCOG website. This page includes information relating to CRCOG’s ongoing freight planning efforts as well as agency contact information so that stakeholders can identify priority areas of concern within the region.

PRODUCTS:

- Effective interagency and interstate coordination & private sector involvement in freight planning
- Documents as needed to support the creation of the Connecticut Statewide Freight Plan
- Freight Planning webpage

SCHEDULE:

	FY2018				FY2019			
	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun
Freight Data Collection								
Support Statewide Freight Plan								
Freight Stakeholder Outreach								
Interstate Initiatives								
Maintain Freight Webpage								
Freight Advisory Group	<i>Available</i>							
Training	<i>Ongoing</i>							

Task 3f: Livability and Sustainable Communities

OBJECTIVES:

In September 2009, CRCOG started a Sustainable Communities Initiative in an effort to link work that is already being done by transportation, community development, public safety and homeland security departments toward supporting sustainable community development and preservation activities, and climate change goals. Components of the initiative included the following:

- Establishment of regional sustainable communities goals
- Identification of opportunities for improved integration of CRCOG and other agency activities that fall under the sustainable communities umbrella
- Identification of new program opportunities that forward regional sustainable communities goals

PRIOR WORK:

In 2009, HUD, DOT and EPA came together to form the Partnership for Sustainable Communities for the purpose of better coordinating federal housing, transportation and environmental protection investments and collectively identifying strategies that provide more transportation choices, promote equitable affordable housing, increase economic competitiveness, support existing communities, leverage federal investment and value the health and safety of communities and neighborhoods. CRCOG has been active in discussing and creating policies related to sustainable development and sustainable communities. Multiple planning and implementation activities which support sustainable communities were completed under the bi-state, \$4.2 million Knowledge Corridor Sustainable Communities Regional Planning Grant, for which CRCOG and the Pioneer Valley Planning Commission (PVPC) of Springfield, MA were the lead partners. Since the completion of these projects, CRCOG has been working and continues to work toward implementing the recommendations of the Sustainable Knowledge Corridor Action Plan and various other studies stemming from the Sustainable Communities Regional Planning Grant.

MAJOR ACTIVITIES:

- *Encourage Interagency and Interdisciplinary Collaboration and Coordination.* This will include promoting transportation improvements and land uses consistent with the Long Range Transportation Plan and local, regional, and state plans of conservation and development, as well as a variety of other activities including:
 - Monitoring the range of CRCOG program activities to identify their relationship to regional Sustainable Communities Goals, and the interrelatedness of activities being conducted by the various CRCOG Departments and other agencies.
 - Collaborating with municipalities on transportation, environmental, and land use planning activities.
 - Reviewing proposed transportation projects for impacts on land use, the environment, and society; and analyzing proposed projects for conformity with state, local and regional plans of conservation and development.
- *Continue CRCOG Programs and Policies.* CRCOG has been active in discussing and creating policies related to sustainable development and sustainable communities. We will continue our efforts with our municipal partners with the goal of leveraging federal investments in sustainability. Tasks will include efforts to inform town planners and engineers on innovative and proven ways to help create safer, more livable, and more environmentally sustainable communities through better design of road construction projects, better design of commercial and residential developments, and better town plans and development regulations, addressing issues such as traffic calming, pedestrian friendly design, bicycle friendly design, and context sensitive design. Starting in FY17, CRCOG will serve on the transportation and planning committees of Sustainable Connecticut, a voluntary statewide community certification process currently under development.

- *Research.* Monitor and research regional climate change and best practices. Work to identify areas, including reclaimed brownfields, that may be suitable for the construction of mixed-use development in the vicinity of existing and proposed rail and busway stations, and along existing and potential transit corridors.
- *Outreach:* Communicate on strategies to enhance municipal and regional sustainability through the Sustainable Capitol Region section of the CRCOG website, the CRCOG Green Clearinghouse (www.GreenRegionCT.org), and associated social media (Facebook and twitter). CRCOG will provide planning and implementation assistance in support of transit-oriented development and the creation of bike and pedestrian friendly communities and well as other areas such as increasing housing opportunities, increased job and business opportunities, green building and infrastructure, neighborhood planning and place-making, preservation of working farms and key environmental resources and other topics consistent with the principles of livable and sustainable communities.

CRCOG will also continue to serve on a number of committees such as the CHART Coalition of the Eastern Highlands Health District, the Hartford Climate Stewardship Council, Sustainable CT Working Groups, the Central Connecticut Water Utility Coordinating Committee and the CT Resource Conservation and Development Council to assist our communities and the state with sustainable development plans, programs and policies.

- *Education.* Continue public education and marketing for sustainable communities, so that we may more effectively reach beyond our municipal officials to the public at large. This work will include participation in public meetings on this topic, and use of social media.
- *Monitor Funding Opportunities.* CRCOG will monitor funding opportunities to support planning, research and projects that enhance regional sustainability.
- *Implement Knowledge Corridor Action Agenda.* Work with partner agencies to continue implementation of the bi-state **Action Agenda for a Connected, Competitive, Vibrant and Green Knowledge Corridor**, which was developed under the Sustainable Communities Regional Planning Grant.
- *Climate Change and Resiliency.* Work collaboratively with CTDOT and other state and local agencies to improve transportation system resiliency in the face of climate change, sea level rise, and sever storm events. CRCOG will also support CTDOT’s climate change and resiliency planning efforts. Starting in FY16, CRCOG began to participate formally as an observer of the Hartford Climate Stewardship Committee. CRCOG will continue its participation in this key group within the Capital City.

PRODUCTS:

- Effective coordination related to Sustainable Communities with partner agencies, and interdisciplinary collaboration and coordination within CRCOG
- Updates to Sustainable Capitol Region social media pages, webpage and CRCOG’s Green Clearinghouse
- Implementation of **An Action Agenda for a Connected, Competitive, Vibrant and Green Knowledge Corridor**

SCHEDULE:

	FY2018				FY2019			
	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun
Encourage collaboration								
Continue sustainability initiatives								
Research, outreach & education								
Monitor funding opportunities								

Task 4: Technical Assistance and Project Development

OBJECTIVES

To conduct small transportation planning studies, to provide support for major planning studies such as corridor studies, and to provide technical assistance to towns and regional or state agencies on transportation issues.

MAJOR ACTIVITIES

Technical Assistance to Towns. Staff will provide technical assistance to CRCOG committees so that decisions can be made on the basis of sound technical data. This includes performing traffic counts, providing transportation and GIS data, and conducting small studies as needed. In addition, in order to promote the coordination of transportation and land use decisions, and also the coordination of municipal, regional and state planning, CRCOG will utilize the statutory zoning, subdivision and plan of development review process to comment on the impacts of land use decisions on the transportation network, and the conformity of zoning, subdivision and planning proposals with regional and state plans. CRCOG will also evaluate the impacts of proposed grant opportunities on the transportation network when requested to provide support for grant applications. CRCOG will advise local officials on transportation related issues relevant to the update and implementation of the Natural Hazards Mitigation Plan.

Information Dissemination. Staff will keep abreast of proposed changes in federal and state transportation programs. Information on the programs and proposed changes will be provided to town officials and CRCOG policymakers for their use in decision-making.

Assistance to State and Regional Agencies. Staff will assist CTDOT, Connecticut Department of Energy and Environmental Protection (CT DEEP), OPM, DECD and other State agencies on matters of mutual concern. Assistance will include work such as serving on committees and task forces, data retrieval and dissemination, serving as a liaison to local communities, data mining, and conducting small studies. Specific initiatives that we expect to assist with include, but are not limited to:

- *FAST Act.* The Fixing America's Surface Transportation (FAST) Act is the federal transportation legislation in effect through 2020. CRCOG will continue to work with CTDOT and other partners to implement components of the legislation (e.g. transportation performance metrics).
- *Every Day Counts (EDC).* CRCOG will continue to serve on the State Transportation Innovation Council with CTDOT, FHWA and other stakeholders to identify EDC tools that may be applicable in Connecticut and assist in accelerating technology, innovation deployment and shortening project delivery.
- *Interstate 84 Viaduct Replacement.* CRCOG will assist with CTDOT's I-84 Hartford Viaduct Replacement alternatives development, environmental documentation, rail station area planning, and the I-84/I-91 Interchange Study as needed. CRCOG will work with CTDOT, the City of Hartford and other stakeholders during the study process, assisting as needed. Tasks will include participation on the Public Advisory Committee and Transit Technical Committee, assistance with public outreach, and consultation as it relates to the travel forecast model.
- *Interstate 84 Viaduct Financing and Funding.* CRCOG will assist CTDOT in investigating potential opportunities to finance the I-84 Viaduct replacement project (estimated to be \$4.5-\$5 Billion). CRCOG will work with CTDOT, the City of Hartford, local elected officials, and other stakeholders to identify funding and financing options.
- *Bradley International Airport Master Plan Update (MPU)* – CRCOG will assist the Connecticut Airport Authority and the Federal Aviation Administration on this initiative, serving on the Technical Advisory Committee (TAC). CRCOG will provide local and regional input throughout the process and review various MPU elements.

- Transit Data Mining – CRCOG will assist CTDOT as requested in data mining and analysis with the goal of allowing for easy extraction of meaningful transit data and metrics for use by transit planners.*
- 2018-2023 State Conservation & Development Plan – CRCOG will assist the CT OPM with its update of the State Plan of Conservation & Development.
- CT Bicycle and Pedestrian Plan Update Steering Committee – CRCOG is represented on the Steering Committee for the Statewide Bicycle and Pedestrian Plan Update
- CT East Coast Greenway Committee – In FY2017, CRCOG was invited to represent the region on the CT East Coast Greenway Committee.
- CT Greenways Council – In FY2017, CRCOG was invited to represent the region on the CT Greenways Council
- Sustainable CT – Starting in FY2017, CRCOG began serving on both the transportation and planning committees of Sustainable CT, a voluntary, statewide community certification –process currently under development.

Technical and Administrative Support on Corridor Studies & Other Special Projects. CRCOG provides technical and administrative support on many of the corridor studies it manages and on other studies conducted by other agencies. This includes activities such as travel forecasting, level of service analysis, project management, and accident analysis. This support will continue.

Mutual Aid Initiative for Public Works. CRCOG staff will assist towns in establishing public works mutual aid agreements to facilitate the sharing of public works equipment and personnel for both emergency and non-emergency activities.

* Consultant Services will be used to supplement internal CRCOG staff resources. CRCOG will follow a Qualifications Based Selection (QBS) process when selecting a consultant and the consultant agreement will be shared with CTDOT and FHWA.

PRODUCTS

- Local transportation decisions based on better information and analysis.
- Improved coordination among regional and state agencies.
- Improved coordination of land use and transportation decisions.

SCHEDULE

	FY2018				FY2019			
	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun
Technical Assistance to Towns								
Technical Assistance to State								
Mutual Aid Initiative								

Task 5: Public Participation, Title VI & Environmental Justice

OBJECTIVES

1. To involve the widest possible range of individuals and groups in the transportation planning process.
2. To assure low-income and minority groups are involved in the planning process.
3. To assure that requirements of the federal environmental justice regulations regarding the fair and equitable distribution of impacts and benefits of transportation programs are satisfied.

PRIOR WORK:

CRCOG completed an update to its Public Participation Plan in FY2017. This Plan was prepared 2000 and previously revised in 2005 and 2007. The Public Participation Plan now includes methods for Title VI, Environmental Justice, and Limited English Proficiency outreach.

MAJOR ACTIVITIES

Title VI. CRCOG has expanded its Environmental Justice and LEP programs to address the full spectrum of Title VI concerns. CRCOG has also developed a comprehensive Title VI program including a Policy Statement and a Complaint Process. CRCOG also has a demographic understanding of the Region, using 2010 Census data and other sources. CRCOG will continue to keep this program up-to-date and in compliance with federal and State regulations. CRCOG is committed to ensuring that no person is excluded from participation, denied benefits, or otherwise subjected to discrimination under any program or activity, on the basis of race, color, national origin, sex, age or disability.

Environmental Justice. CRCOG will work in cooperation with the Connecticut Coalition for Environmental Justice and other regional stakeholders to review major CRCOG policies and plans such as the TIP, the Long Range Transportation Plan, and the Public Participation Plan to assure that our transportation programs do not adversely burden or adversely benefit persons based on minority or income status.

Reducing Language Barriers. CRCOG has updated its understanding of non-English language needs in the Region using 2010 Census data and other sources. Since Spanish is the most prevalent first language of persons in the Region who do not speak English “very well”; our goal is to open more communication channels to the Region’s Hispanic community. This will include continuing established relationships with Hispanic organizations, publishing selected meeting notices in Spanish, publishing Spanish-language summaries of key documents, and making translators available for public meetings (generally on an as requested basis). See special direct costs below. Outreach in other languages, such as Polish, will be done on a customized and as-needed basis.

Standard Public Involvement Activities. CRCOG will continue to conduct extensive community involvement efforts for all its major projects and programs. These efforts are tailored to each specific agency program or activity as required by our public involvement policy.

CRCOG Website and Accessibility. CRCOG updated its website (which was nearly 10 years old) in 2016. The new website makes it easier to access documents, meeting dates, agendas, and minutes. The website includes a transportation function, has the ability to collect comments from the public, and can accommodate embedded maps and graphics, such as our interactive TIP. CRCOG worked with its consultant to develop the site in accordance with nationally recommended guidelines regarding accessibility. CRCOG will continue to update the site and ensure that it remains accessible and easy to navigate.

Media Contact List. CRCOG will continue to maintain and update its media list, especially media that reaches low income, minority and alternate language communities.

Annual Self-Assessment. CRCOG will conduct an assessment of its public involvement efforts on an annual basis, and prepare a report documenting the results of the assessment.

Support Hartford’s Promise Zone Designation. The United States Department of Housing and Urban Development (HUD) awarded a Promise Zone designation to North Hartford, a 3.1 square-mile area encompassing the Clay Arsenal, Northeast and Upper Albany neighborhoods. Promise Zones are considered high poverty communities that could benefit from job creation, increased economic activity, improved educational opportunities, reduced crimes and improved health outcomes. As funding or grant opportunities present themselves, CRCOG will continue to explore the applicability of federal grant programs and make ourselves available to work within this area, building on the Route 44 Corridor Study.

SPECIAL DIRECT COSTS

- Document translation (\$1,700 per year)
- Language interpreter for meetings (\$1,500 per year)
- Interpreter for the deaf for meetings (\$2,000 per year)

PRODUCTS:

- Annual Self-Assessment
- Media Contact List
- On-going Website Updates

SCHEDULE:

	FY2018				FY2019			
	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun
Conduct Title VI / EJ / LEP activities								
Annual public participation assessment								
Website improvements								
Hartford Promise Zone coordination								
On-Going Website Updates								

SPECIAL STUDIES & PROJECTS

The previous section contained descriptions of all the work activities CRCOG performs as part of its regular transportation planning program. These tasks are all funded with CRCOG's regular planning budget. In addition to these standard tasks, CRCOG and other agencies in the Region perform a number of other special studies during any given program year. These special studies are typically funded through other funding sources such as the STP Block Grant program.

Special studies that are expected to be worked on during FY2018 and FY2019 are described in this section.

Compliance with NEPA

All studies conducted in the following tasks will be done in a manner consistent with the requirements of the National Environmental Policy Act (NEPA).

Task 6: City of Hartford Transit Research Project

A number of transportation plans, programs and projects have been developed or proposed for the greater Hartford area, all of which impact the City of Hartford. In addition, several citywide development plans and individual neighborhood-based revitalization plans have been developed. In light of the proliferation of these plans, the City sought and was awarded a Federal Transit Administration (FTA) research grant which will allow the development of a program to integrate the transportation initiatives planned with the City's land use development plans. In addition to providing the City with an integrated plan for implementation, the project will develop a final report describing a process that will be replicable elsewhere in the country.

The Capitol Region Council of Governments is the direct recipient of the grant. The City of Hartford is the sub-recipient of the grant. The City has selected a consultant to conduct part of the project; some of the work will be done with City staff. This study is being conducted consistent with FTA requirements. This study is expected to be completed in FY 2018.

PROJECT SPONSORS:

Lead Agency: City of Hartford
 Participant: CRCOG

ACTIVITIES:

1. Synthesize all existing transportation studies and plans into a single Hartford Transportation Strategy (HTS).
2. Integrate the HTS with City's development program.
3. Consult with all appropriate stakeholders in the formulation of the HTS.
4. Develop a detailed Hartford Transportation Action Plan (HTAP) with specific recommendations for the implementation of the HTS.
5. Facilitate as necessary the City process of securing funding and permits necessary to implement the HTAP.
6. Propose and establish a mechanism for maintaining communication about projects among the stakeholders.
7. Propose a local governance structure for the implementation of the transportation initiatives.
8. Develop the final "best practices" technical report having national applicability with regard to efforts to consolidate multiple transit studies into a single action plan.
9. CRCOG will provide oversight and administration services for this project.

PRODUCTS:

- Hartford Transportation Strategy
- Transportation/Development Integration Tech Report
- Hartford Transportation Action Plan
- Communication Tech Report
- Governance Structure Tech Report
- "Best Practices" Final Report

COST:

\$475,000 total project (100% federal funds; FTA National Research Program)
 \$23,750 available to CRCOG; \$451,250 available to the City

SCHEDULE:

	FY2018				FY2019			
	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun
Conduct Study								

Task 7: Comprehensive Transit Route Analysis

In FY 2017, CRCOG completed its Comprehensive Transit Service Analysis of the Hartford Division of CT *transit*. The Extra Work component of this effort is on-going and includes analysis of the New Britain/Bristol Division of CT *transit* and identification of unmet transit needs in the surrounding area of Berlin, Bristol, New Britain, Plainville, and Southington. Analysis of the performance of all current transit routes, analysis of demographics and demographic trends, development of transit network design principles, development of preliminary service improvement packages, and initial stakeholder and public outreach have already been completed.

The Capitol Region Council of Governments is managing the study and consultant efforts. The study is being conducted in close coordination with CTDOT, CT *transit* (New Britain Transportation and Dattco), the Naugatuck Valley Council of Governments (NVCOG), and other stakeholders. This study is expected to be completed in FY 2018.

PROJECT SPONSORS:

Lead Agency: CRCOG

Participants: CTDOT, CT *transit*, NVCOG, municipalities (Berlin, Bristol, New Britain, Plainville, and Southington)

ACTIVITIES:

Utilizing input from public and stakeholder outreach, the study team will develop a preferred service improvement scenario and service plan that includes schedule and routing information. Outreach to stakeholders will continue, and a second round of public meetings will be conducted.

PRODUCTS:

- Comprehensive Transit Service Analysis of the CT *transit* New Britain/Bristol Division and surrounding area

COST:

\$140,505 total project (\$112,404 federal STP-Urban funds; \$28,101 state funds): Extra Work

SCHEDULE:

	FY2018				FY2019			
	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun
Conduct Extra Work								

Task 8: NextGenCT Pathways to UConn: Eastern Gateways Study

The purpose of the Eastern Gateways Study is to develop an implementation plan to address current and long-range intermodal travel and community quality of life issues along sections of Route 195 and Route 44 corridors in Bolton, Coventry, Mansfield, and Tolland that lead to and from the University of Connecticut (UConn) Storrs campus. Consideration will be given to the multimodal and transportation safety needs resulting from major town and state developments planned along these routes.

Work to date has included analysis of existing conditions, focus groups on land use, transit, and bike/ped issues, development of a future conditions model, coordination with the study's Technical Advisory Committee, and public outreach. Completion of the study is anticipated for FY 2018.

A complementary study will focus on the Farmington and Hartford areas.

PROJECT SPONSORS:

Lead Agency: CRCOG

Participants: CTDOT, UConn, Towns of Tolland, Coventry, Mansfield, and Bolton

ACTIVITIES:

The study team will develop a package of transportation system improvement recommendations to address anticipated future transportation needs and current concerns. Recommendations will include improvements to the roadway system, transit system, and bike/ped facilities. Given a number of recent and proposed development plans along the study corridors, the study team will also develop sustainable land use recommendations and strategies.

These improvement options will then be screen based on performance measures developed by the Technical Advisory Committee. Once a preferred improvement scenario is developed, the study team will prepare conceptual plans, cost estimates, and a list of potential funding sources. Each improvement strategy will also include a "trigger" (development density, traffic volume, etc.) that will identify the point at which some of the longer-term recommendations would become feasible.

Outreach to the Technical Advisory Committee and the public will continue throughout this study.

PRODUCTS:

- Preliminary short- and long-term recommendations for key safety and transportation improvements, which will be screened against performance measures developed by the Technical Advisory Committee.
- Preferred improvement scenario with conceptual plans, cost estimates, potential funding sources, and feasibility "triggers"
- Strategy for connecting UConn campuses (Storrs, Downtown Hartford, Medical Center) via transit and leveraging existing transportation assets such as CT **fastrak** and the CT **rail** Hartford Line

COST:

\$540,000 estimated total project cost (LOTICIP monies)

SCHEDULE:

	FY2018				FY2019			
	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun
Conduct Study								

Task 9: Transportation Safety & Improvement Study, Farmington and Hartford

The proposed project spans communities within the Greater Hartford area and looks to enhance the linkages between University of Connecticut (UConn) anchor institutions, and strengthen the corridors to these institutions. This Study will focus on the Farmington and Hartford areas, an on-going complementary study is focusing on the gateways to UConn in the towns of Mansfield, Tolland, Coventry and Bolton.

The focus of the Farmington sub-area is the area in the northeast quadrant of the town including the UConn Health Center and the Medical Complexes surrounding it. Of specific interest is access and mobility on area routes, including State Route 4 (Farmington Avenue), State Route 531 (South Road), and State Route 549 (Birdseye Road). Additionally, the need for improved access between the medical complex and major area highways, including I-84 and CT Route 9, will be assessed and improvements may be identified as appropriate.

The focus of the Hartford sub-area is the area surrounding the future site of UConn's Greater Hartford regional campus located on Prospect Street in the Front Street District. The main focus is expected to be the walking, bicycling, and transit access to and surrounding the campus.

PROJECT SPONSORS:

Lead Agency: CRCOG

Participants: CTDOT, UCONN, Town of Farmington, City of Hartford

ACTIVITIES:

Recent development at the UConn Health Center and the surrounding the Medical Complex are expected to challenge the already strained transportation infrastructure. To assure returns on these investments are realized, it is imperative that the transportation network provides adequate access and mobility. This study will analyze the existing transportation network under both the existing and future scenarios. This study will establish a framework to reinvest in existing pathways to the UConn Health Center area, strengthen transit connections, look at big-picture coordinated development opportunities, improve safety and access, and evaluate multi-modal (bicycle and pedestrian) linkages.

With CRCOG's recently completed Transit Oriented Development Market Analysis Study and commitments by the state of Connecticut for strategic investments in science, technology, engineering and math disciplines, we have a tangible opportunity to link UConn campuses and strengthen their connections to recent and proposed major transit investments within the Capitol Region (specifically CT**fastrak** and the Hartford Line). Strategies identified in CRCOG's Market Analysis Study include engaging regional anchor institutions (such as UConn) in a dialogue about how their future expansion can be transit oriented. A coordinated, sustainable, intermodal approach to the study will be needed in an effort to address the increased transportation demands. Linkages using CT**fastrak**, the Hartford Line, and existing transit service will be evaluated and the use or establishment of sub-regional transit hubs will be studied.

In FY2017, data collection efforts, existing conditions analysis, future transportation demand projections, and future "no-build" conditions analysis was completed for each study area, complemented by robust public outreach efforts. In early FY2018 a the remaining Hartford sub-area study tasks are expected to be completed including production of a final sub-area report. All Farmington sub-area tasks are expected to be completed by the end of FY2018.

PRODUCTS:

- Preliminary short- and long-term conceptual plans and recommendations for key safety and transportation improvements will be developed. Improvement recommendations and strategies are expected to include roadway (traffic flow, safety, and geometrics), transit, bicycle, and pedestrian

recommendations. Given a number of development plans, the study will also develop sustainable land use recommendations and strategies.

- Strategy for better connecting UConn campuses and leveraging existing transportation assets such as CT**fastrak** and the Hartford Line.

COST:

\$340,000 estimated total project cost

SCHEDULE:

	FY2018				FY2019			
	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun
Hartford Sub-Area								
Farmington Sub-Area								

Task 10: Route 5 Corridor Study, East Windsor

Town officials, the business community, and the public have become concerned with traffic safety and operational issues along Route 5 from its intersection with Route 140 (North Road) south to the South Windsor Town line. Significant congestion is experienced not only during peak workday commuting times, but during lunch breaks, when corridor/area schools let out, and on certain days like Wednesday when Southern Auto Auction is open and operating at full capacity. Of specific concern is the intersection of Route 5 (Prospect Hill Rd) with the I-91 Connector (Exit 44) and Newberry Road, and with Route 5 in general near Thompson Road where the two southbound Route 5 lanes are reduce to one.

The new Super Wal-Mart, Lincoln Technical School, Southern Auto Auction additions, and high school are some of the recent development/redevelopment thought to contribute to the deteriorating conditions. Recent construction activities, including a new truck stop and gas station coming to this same location, have resulted in heightened concerns regarding future conditions. The police department has continued to receive an increase in complaints and concern about traffic in this area.

With corridor development currently underway and future additional development anticipated, the Town is concerned that conditions will be further degraded. The study will address existing and future transportation issues by recommending solutions for all modes of travel (vehicular, transit, bicycle, pedestrian, etc.) in the form of an endorsed comprehensive transportation plan for the corridor.

PROJECT SPONSORS:

Lead Agency: CRCOG
 Participants: CTDOT, Town of East Windsor

ACTIVITIES:

The study will identify and assess existing and projected transportation needs, and identify potential solutions. It is anticipated that the study would consider a variety of solutions, including but not limited to intersection improvements and multi-modal solutions. In addition to long term visions, the study will aim to identify near term implementable solutions, possibly funded via the STP, CMAQ, Safety, or Fix-it-First funding sources. A vigorous public and stakeholder outreach process will be maintained throughout the entire study process. The process aims to solicit and consider input in order to reach a plan whose recommendations will be supported by both the community and major stakeholders.

PRODUCTS:

Preliminary short- and long-term conceptual plans and recommendations for key safety and transportation improvements. Improvement recommendations and strategies are expected to include roadway (traffic flow, safety, and geometrics), transit, bicycle, and pedestrian recommendations. Given a number of development plans, the study will also develop sustainable land use recommendations and strategies.

COST:

\$250,000 estimated total project cost

SCHEDULE:

	FY2018				FY2019			
	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun
Conduct Study								

Task 11: Silver Lane (SR 502) Corridor Study, East Hartford

This transportation study is proposed for Silver Lane (SR 502) from the intersection of Route 15 easterly to the intersection of Forbes Street, a distance of approximately 2 miles. Within these limits, Silver Lane varies in cross section from two lanes to four lanes, and varies in average daily traffic volumes. The roadway is served by several CTtransit bus stops, and pedestrian activity is significant, especially during events at Rentschler Field. The East Coast Greenway currently traverses the study area via a temporary route with both on-road and off-road segments. There are prime opportunities to plan for significant additional bike and bus connectivity by working towards identifying connections to existing trails, and studying improvements to bus service east of Hartford (CT *fastrak* Expansion).

The area contains commercial, industrial and residential land use. On the west end of the study, in addition to Pratt & Whitney Division of United Technologies, the United Technologies Research Center, Cabela's flagship store, and several retail shopping centers of varying size, significant additional development is proposed. Meanwhile, many of the corridor's older strip shopping centers lie completely or largely vacant, in need of substantial reinvestment to make them attractive to tenants, while large vacant parcels create gaps in the urban fabric. The Town has determined that redevelopment of underutilized sites and infill development of vacant areas is critical to raising the level of activity along the corridor and generating business for commercial uses.

The study will examine existing transportation conditions within the corridor for all modes of travel. Of specific concern is the safety of pedestrians during events, and the corridor's ability to accommodate ever increasing travel demands. Among common transportation study items, the study is anticipated to assess and recommend improvements for access management; pedestrian, bicycle, and transit connectivity; and intersection/roadway operations under both existing conditions and future traffic projections. The goal is to offer a set of consensus recommendations that ensure safe and efficient movement of vehicles / trucks, bicycles, transit users, and pedestrians as the Silver Lane corridor is developed.

Project Cost Estimation

\$200,000

PROJECT SPONSORS:

Lead Agency: CROG

Participants: CTDOT, Town of East Hartford

ACTIVITIES:

The study will identify and assess existing and projected transportation needs, and identify potential solutions. It is anticipated that a variety of alternatives will be considered, including but not limited to intersection improvements and multi-modal solutions. In addition to long term visions, the study will aim to identify immediately implementable solutions, possibly funded via the STP, CMAQ, Safety, of Fix-it-First funding sources. A vigorous public and stakeholder outreach process will be maintained throughout the entire study process. The process aims to solicit and consider input in order to reach a plan whose recommendation will be supported by both the community and major stakeholders. Major stakeholders such as UTC and Goodwin College will be engaged in the study.

PRODUCTS:

Preliminary short- and long-term conceptual plans and recommendations for key safety and transportation improvements. Improvement recommendations and strategies are expected to include roadway (traffic flow, safety, and geometrics), transit, bicycle, and pedestrian recommendations. Given a number of development plans, the study will also develop sustainable land use recommendations and strategies.

COST:

\$200,000 estimated total project cost

SCHEDULE:

	FY2018				FY2019			
	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun
Conduct Study								

Task 12: Farmington Canal Heritage Trail Plainville Gap Study

The Farmington Canal Heritage Trail is a partially complete bicycle and pedestrian trail that, when finished, will stretch from New Haven, CT into Massachusetts. The majority of the trail is a rails to trails project that utilizes an unused rail bed. In Plainville (and part of Southington), the rail line is still in active use and cannot be used for the trail, leaving a significant gap in the trail. This study will examine all potential alignments of the trail from Southington through Plainville with a connection to the CT *fastrak* trail in New Britain. The study will result in a thorough analysis of the feasibility of each potential alignment, including foreseeable benefits and costs, specifically with consideration to environmental impacts (wetlands, watercourses), terrain issues, property ownership, regulatory/legal issues, permitting requirements, trail attractiveness/usability, and safety. The final product from the study will be a thorough review of these issues, a final preferred alignment for the trail, preliminary design elements to be used, and preliminary cost estimates. While no engineering will be included in this planning study, it will bring the project as close to preliminary design as possible. Future projects will complete the preliminary and final design and seek funding for implementation.

PROJECT SPONSORS:

Lead Agency: CRCOG

Participants: CTDOT, Town of Plainville, Town of Southington, City of New Britain

ACTIVITIES:

Examples of work that will be done in FY 2018 as part of this project are generally listed below.

- Collect data such as traffic counts, trail counts, bicycle / pedestrian counts, turning movement counts, accident data, and demographics
- Conduct public meetings to explain the project and solicit input
- Develop a list of preliminary alignments for consideration
- Study the feasibility of preliminary alignments (environmental, social justice, topographic, property ownership, etc.)
- Assist municipalities in outreaching to property owners along potential routes
- Along with input from town officials and the public, select a final preferred alignment
- Determine infrastructure needs for a preferred alignment and develop preliminary cost estimates

PRODUCTS:

Report detailing the feasibility of all potential alignments, a final preferred alignment, concepts for potential design elements of that alignment, and estimated costs of implementation.

COST:

Total project budget of \$551,690 (\$491,690 labor; \$60,000 direct costs) (FY2018 budget estimated at \$280,000)

SCHEDULE:

	FY2018				FY2019			
	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun
Conduct Study								

Task 13: Regional Complete Streets Inventory, Assessment, and Action Plan

The intent of this project is to create a Complete Streets Inventory, Assessment and Action Plan that will replace the existing CRCOG Bicycle and Pedestrian Plan. The project will include a thorough inventory of complete streets infrastructure, and assess the quality and completeness of that infrastructure. It will also assess the needs and gaps that exist in that infrastructure, with an emphasis on truly complete streets that accommodate bicycles, pedestrians, and transit. Last mile connections are of particular importance in the region’s growing TOD areas. CRCOG also wants to provide resources, in the form of best practices research, for the growing number of municipalities that are interested in developing plans and policies of their own. Finally, CRCOG will work to develop a regional complete streets plan and policy.

PROJECT SPONSORS:

Lead Agency: CRCOG
 Participants: CRCOG member municipalities

ACTIVITIES:

Examples of work that will be done as part of this project are generally listed below.

- Create a comprehensive inventory of completed and planned infrastructure related to complete streets. This inventory will include: multi-use trails; on-road bike facilities; pedestrian paths; bus rider accommodations (such as shelters); signs; and transit infrastructure.
- Conduct a gap/needs assessment based on the inventory of current infrastructure.
- Develop a prioritized network of routes.
- Conduct best practices research into network definition, inventorying of infrastructure, complete streets policies, complete streets implementation, and complete streets plans.
- Develop a complete streets policy framework, including model language for a range of communities, from rural to urban.
- Develop a complete streets action plan, including model language for a range of communities.

PRODUCTS:

GIS inventory of completed and planned infrastructure; GIS assessment of current network and gaps/needs; GIS network of desirable routes; Best practices memorandum regarding network definition, infrastructure inventory, policy development, plan development, and complete streets infrastructure implementation; Model complete streets policy language; Model complete streets plan language; Regional complete streets policy framework; and a Regional complete streets action plan.

COST:

\$500,000 (\$450,000 grant from the Connecticut Office of Policy and Management and \$50,000 of local funds).

SCHEDULE:

	FY2018				FY2019			
	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun
Study								

Task 14: Next Steps in Engaging Anchor Institutions and Neighborhoods in Transit Oriented Development (TOD)

The purpose of this project is to apply best practices that were developed by CRCOG under a prior grant to effectively engage anchor institutions, government and community organizations in the CT **fastrak**, CT **fastrak** Expansion, and CT **rail**-Hartford Line Corridors, in order to help spur mutually beneficial relationships that generate TOD and economic growth in the region.

PROJECT SPONSORS:

Lead Agency: CRCOG

Participants: CRCOG, member municipalities, anchor institutions, community organizations

ACTIVITIES:

Examples of work that will be done as part of this project are generally listed below.

- Create tools to communicate TOD benefits and opportunities both at a high, bi-state vision level, and at an industry-specific level.
- Analyze barriers to TOD, and identify and make easily accessible tools/resources to address those barriers.
- For the CT **rail**-Hartford Line and CT **fastrak** Expansion corridors, inventory key anchor institutions and neighborhood organizations, and introduce them to the findings of the previous best practices research.

PRODUCTS:

Communication materials to present high-level TOD benefits and opportunities, and industry-specific TOD benefits and opportunities; asset mapping to advance strategic branding of the corridor; Strategy Memos on: 1) How to Most Effectively Share Communications Materials, 2) How TOD Can Help Address Barriers to Recruiting and Retaining Talent, and 3) Strategies for Encouraging TOD in Weak Market Areas; Summary of Tools and Resources to Support TOD; Anchor Institutions and major employer mapping for CT **rail** and CT **fastrak** Expansion corridors; and summaries of input received at focus group meetings with anchors and neighborhood organizations.

COST:

\$200,000 to be funded by a Regional Performance Incentive Program grant from the Connecticut Office of Policy and Management.

SCHEDULE:

	FY2018				FY2019			
	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun
Study								

BUDGET TABLES

Table 1: FY2018: Revenues for CRCOG Planning Program

These reflect CRCOG staff and direct costs. Consultant costs are not included.

Standard Work Tasks:

Funding Source	Federal	State	CRCOG	Total	Notes
FHWA (FY15 Carryover) *	\$1,485,470		\$371,368	\$1,856,838	<i>Reflects DOT cuts to funding match and elimination of match on carryover funds; Not all federal funds expected to be used in FY2018 so splits not truly representative</i>
FHWA-FTA	\$1,604,150	\$152,394	\$248,643	\$2,005,188	
TOTAL:	\$3,089,620	\$152,394	\$620,011	\$3,862,025	
	80.00%	3.95%	16.05%		

Special Studies & Programs:

Funding Source	Federal	State	CRCOG / Other	Total	Notes
LOTICIP	\$0	\$260,000	\$0	\$260,000	Estimated CRCOG administrative fee for FY 2018
Pathways to UConn - Storrs (Eastern Towns)	\$0	\$1,000	\$0	\$1,000	Estimated CRCOG administrative balance; Reserved for staff or direct costs
Farmington / Hartford Pathways to Uconn	\$0	\$1,000	\$0	\$1,000	Estimated CRCOG administrative balance; Reserved for staff or direct costs
Route 5 East Windsor	\$12,000	\$3,000	\$0	\$15,000	
Regional Complete Street Plan	\$0	\$50,000	\$0	\$50,000	
Next Steps in Engaging Anchor Institutions and Neighborhoods in TOD	\$0	\$54,405	\$0	\$54,405	
TOTAL:	\$12,000	\$369,405	\$0	\$381,405	

GRAND TOTAL: \$3,101,620 \$521,799 \$620,011 \$4,243,430

* This funding will be spent first

Table 2: FY2018: "CRCOG" Costs by Task

These reflect *CRCOG staff & direct costs* . Consultant costs not included unless otherwise stated.

Standard Work Tasks	FHWA & FTA	CTDOT / State	CRCOG	Local or Other	TOTAL
Management of the Planning Process	\$123,633	\$15,454	\$15,454	\$0	\$154,541
Data Inventory, GIS & Forecasting	\$242,132	\$30,267	\$30,267	\$0	\$302,665
Planning & Policy Development	\$607,469	\$75,934	\$75,934	\$0	\$759,337
Technical Assistance & Project Develop.	\$393,401	\$49,175	\$49,175	\$0	\$491,751
Title VI, Env. Jus., Public Particip.	\$145,365	\$18,171	\$18,171	\$0	\$181,706
Total Salaries + BF&O	\$1,512,000	\$189,000	\$189,000	\$0	\$1,890,000
Direct costs - consultant	\$438,160	\$54,770	\$54,770	\$0	\$547,700
Direct costs	\$51,612	\$6,452	\$6,452	\$0	\$64,515
Reserved ^(a)	<u>\$1,087,848</u>	<u>\$135,981</u>	<u>\$135,981</u>	<u>\$0</u>	<u>\$1,359,810</u>
Total planning (PL) funds	\$3,089,620	\$386,203	\$386,203	\$0	\$3,862,025
<i>Check against Table 1 Revenues:</i>	<i>\$3,089,620</i>	<i>\$302,783</i>	<i>\$469,622</i>	<i>\$0</i>	<i>\$3,862,025</i>
Special Studies & Programs					
LOTICIP	\$0	\$260,000	\$0	\$0	\$260,000
Pathways to UConn - Storrs (Eastern Towns)	\$0	\$1,000	\$0	\$0	\$1,000
Farmington / Hartford Pathways to Uconn	\$0	\$1,000	\$0	\$0	\$1,000
Route 5 East Windsor	\$12,000	\$3,000	\$0	\$0	\$15,000
Regional Complete Street Plan	\$0	\$50,000	\$0	\$0	\$50,000
Next Steps in Engaging Anchor Institutions and Neighborhoods in TOD	\$0	\$30,000	\$0	\$0	\$30,000
Total special study funds	\$12,000	\$345,000	\$0	\$0	\$327,000

^(a) Reserved for undefined tasks and as carryover for FY 2019.

Table 3: FY2018: Person Hours by Task (CRCOG staff)

Standard Work Tasks	Executive Director	Transportation Director	Community Dev. Director	Transportation Planners	Community Dev. Planners	IT/GIS Planners	Clerical	Total	% of Sub-total A	% of Grand Total
Management of the Planning Process	0	425	0	120	0	0	900	1,445	8.2%	6.9%
Data Inventory, GIS & Forecasting	0	20	0	960	50	1,800	0	2,830	16.0%	13.5%
Planning & Policy Development	158	670	400	4,177	1,230	465	0	7,100	40.2%	34.0%
Technical Assistance & Project Develop.	0	301	216	2,664	978	439	0	4,598	26.0%	22.0%
Title VI, Env. Jus., Public Particip.	0	80	0	740	152	52	675	1,699	9.6%	8.1%
Subtotal A: Standard Tasks	158	1,496	616	8,661	2,410	2,756	1,575	17,672	100%	84.6%
% of Subtotal A	0.9%	8.5%	3.5%	49.0%	13.6%	15.6%	8.9%	100.0%		
Special Studies & Programs	Executive Director	Transportation Director	Community Dev. Director	Transportation Planners	Community Dev. Planners	IT/GIS Planners	Clerical	Total	% of Grand Total	
LOTICIP	0	79	0	2,063	0	158	0	2,299	----	11.0%
Pathways to UConn - Storrs (Eastern Towns)	0	0	0	0	0	0	0	0	----	0.0%
Farmington / Hartford Pathways to Uconn	0	0	0	0	0	0	0	0	----	0.0%
Route 5 East Windsor	0	0	0	32	110	0	0	142	----	0.7%
Regional Complete Streets Plan	0	0	77	0	473	0	0	550	----	2.6%
Next Steps in Engaging Anchor Institutions and Neighborhoods in TOD	0	0	77	0	158	0	0	235	----	1.1%
Subtotal B: Special Studies	0	79	154	2,094	740	158	0	3,225	----	15.4%
GRAND TOTAL	158	1,575	770	10,755	3,150	2,914	1,575	20,897		100.0%
% of Grand Total	0.8%	7.5%	3.7%	51.5%	15.1%	13.9%	7.5%	100.0%		

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Table 4: FY2019: Revenues for CRCOG Planning Program

These reflect CRCOG staff and direct costs. Consultant costs are not included.

Standard Work Tasks:

Funding Source	Federal	State	CRCOG	Total	Notes
FHWA-FTA	\$1,604,150	\$152,394	\$252,654	\$2,005,188	
Reserved ¹	\$1,087,848	\$135,981	\$135,981	\$1,359,810	See Table 2
TOTAL:	\$2,691,998	\$288,375	\$388,635	\$3,364,998	

Special Studies & Programs ¹:

Funding Source	Federal	State	CRCOG	Total	Notes
LOTICIP	\$0	\$260,000	\$0	\$260,000	Estimated CRCOG administrative fee for FY 2019
Next Steps in Engaging Anchor Institutions and Neighborhoods in TOD	\$0	\$24,405	\$0	\$24,405	Estimated CRCOG balance for FY19
TOTAL:	\$0	\$284,405	\$0	\$284,405	

GRAND TOTAL: \$2,691,998 \$572,780 \$388,635 \$3,649,403

¹ This is the balance of carryover funds not used in FY2018 and included in the PL agreement

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Table 5: FY2019: "CRCOG" Costs by Task

These reflect *CRCOG staff & direct costs* . Consultant costs not included unless otherwise stated.

Standard Work Tasks	FHWA & FTA	CTDOT / State	CRCOG	Local or Other	TOTAL
Management of the Planning Process	\$127,436	\$15,930	\$15,930	\$0	\$159,295
Data Inventory, GIS & Forecasting	\$227,268	\$28,409	\$28,409	\$0	\$284,086
Planning & Policy Development	\$641,149	\$80,144	\$80,144	\$0	\$801,436
Technical Assistance & Project Develop.	\$439,456	\$54,932	\$54,932	\$0	\$549,320
Title VI, Env. Jus., Public Particip.	\$148,690	\$18,586	\$18,586	\$0	\$185,863
Total Salaries + BF&O	\$1,584,000	\$198,000	\$198,000	\$0	\$1,980,000
Direct costs - consultant	\$618,160	\$77,270	\$77,270	\$0	\$772,700
Direct costs	\$38,732	\$4,842	\$4,842	\$0	\$48,415
Reserved ^(a)	\$454,314	\$56,789	\$56,789	\$0	\$567,893
Total planning (PL) funds	\$2,695,206	\$336,901	\$336,901	\$0	\$3,369,008
<i>Check against Table 4 Revenues:</i>	<i>\$2,691,998</i>	<i>\$288,375</i>	<i>\$388,635</i>	<i>\$0</i>	<i>\$3,369,008</i>

Special Studies & Programs

LOTICIP	\$0	\$260,000	\$0	\$0	\$260,000
Next Steps in Engaging Anchor Institutions and Neighborhoods in TOD	\$0	\$24,405	\$0	\$0	\$24,405
Total special study funds	\$0	\$284,405	\$0	\$0	\$284,405

^(a) Reserved for undefined tasks

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Table 6: FY2019: Person Hours by Task (CRCOG staff)

Standard Work Tasks	Executive Director	Transportation Director	Community Dev. Director	Transportation Planners	Community Dev. Planners	IT/GIS Planners	Clerical	Total	% of Sub-total A	% of Grand Total
Management of the Planning Process	0	425	0	120	0	0	900	1,445	8.0%	7.2%
Data Inventory, GIS & Forecasting	0	20	0	697	60	1,800	0	2,577	14.3%	12.8%
Planning & Policy Development	158	670	400	4,169	1,408	465	0	7,270	40.5%	36.0%
Technical Assistance & Project Develo	0	301	339	2,636	1,268	439	0	4,983	27.7%	24.7%
Title VI, Env. Jus., Public Particip.	0	80	0	740	139	52	675	1,686	9.4%	8.3%
Subtotal A: Standard Tasks	158	1,496	739	8,362	2,875	2,756	1,575	17,961	100%	89%
% of Subtotal A	0.9%	8.3%	4.1%	46.6%	16.0%	15.3%	8.8%	100.0%		
Special Studies & Programs	Executive Director	Transportation Director	Community Dev. Director	Transportation Planners	Community Dev. Planners	IT/GIS Planners	Clerical	Total		% of Grand Total
LOTICIP	0	79	0	1,768	0	158	0	2,004	----	9.9%
Next Steps in Engaging Anchor Institutions and Neighborhoods in TOD	0	0	31	0	197	0	0	228	----	1.1%
Subtotal B: Special Studies	0	79	31	1,768	197	158	0	2,231	----	11%
GRAND TOTAL	158	1,575	770	10,130	3,072	2,914	1,575	20,192		
% of Grand Total	0.8%	7.8%	3.8%	50.2%	15.2%	14.4%	7.8%	100.0%		

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Table 7: Summary of Special Studies and Programs

Special Studies

	TOTAL funds	CRCOG staff	CRCOG consultant	Other Agency	Lead Agency	Funding Source	Comment
Overall Transit Enhancement Study	\$500,000	\$19,000	\$456,000	\$25,000	CRCOG	STP-Urban	
Overall Transit Enhancement Study (Extra Work)	\$140,505	-	\$140,505	\$0	CRCOG	STP-Urban	
Pathways to UConn - Storrs (Eastern Towns)	\$540,000	\$30,000	\$510,000	-	CRCOG	LOTICIP	
Farmington / Hartford Pathways to Uconn	\$340,000	\$4,895	\$335,105	-	CRCOG	LOTICIP	
Hartford Integrated Transportation Strategy	\$475,000	\$23,750	\$451,250	-	CRCOG	FTA Earmark	
Route 5 Corridor Study (East Windsor)	\$250,000	\$15,000	\$235,000	-	CRCOG	STP-Urban	
Silver Lane Corridor Study (East Hartford)	\$200,000	\$0	\$200,000	-	CRCOG	STP-Urban	
Regional Complete Streets Plan	\$225,000	\$50,000	\$175,000	-		OPM Grant	
Next Steps in Engaging Anchor Institutions and Neighborhoods in TOD	\$200,000	\$54,405	\$145,595	-	CRCOG	OPM Grant	
Gap Closure and CTfastrak Connection Study (CCMPO Carryover funds)	\$280,000	\$0	\$280,000	-	CRCOG	CCMPO Carry Forward	Estimate of funds needed to complete study in FY18

Special Programs

	TOTAL funds	CRCOG staff	CRCOG consultant	Other Agency	Lead Agency	Comment
LOTICIP 2018	\$475,000	\$260,000	\$215,000	-	CRCOG	
LOTICIP 2019	\$475,000	\$260,000	\$215,000	-	CRCOG	

Table 8: Summary of Direct Expenses

	Estimated Budget
FY2018	
Printing & Reproduction	\$3,400
Equipment & Maintenance	\$42,800
Mileage / Parking Reimb	\$4,100
Conference / Workshops / Training	\$11,700
Supplies, Postage, Other (Dues, Rentals)	\$2,515
<i>Subtotal:</i>	<i>\$64,515</i>
Professional Services (including translation and interpretation fees)	\$547,700
Total	\$612,215
FY2019	
Printing & Reproduction	\$3,500
Equipment & Maintenance	\$25,500
Mileage / Parking Reimb	\$4,500
Conference / Workshops / Training	\$11,700
Supplies, Postage, Other (Dues, Rentals)	\$3,215
<i>Subtotal:</i>	<i>\$48,415</i>
Professional Services (including translation and interpretation fees)	\$772,700
Total	\$821,115

**Table 9: Maximum Hourly Rates
FY2018 and FY2019**

Executive Director	\$112.00
Director of Transportation	\$90.00
Director of Community Development	\$90.00
Deputy Director	\$77.00
Special Projects / Principal	\$68.00
Principal Planner or Engineer ¹	\$68.00
Senior Planner, Engineer, or Program Manager ¹	\$51.00
Planner, Engineer, or Program Manager ¹	\$43.00
Assistant Planner or Engineer ¹	\$39.00
Administrative Program Assistant	\$35.00
Secretary / Office Assistant	\$31.00
Planning Intern	\$25.00

¹ Titles are applied to both Transportation and Community Development staff. Examples: Transportation Senior Planner and Community Development Senior Planner

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APPENDICES

Appendix A: Statement Of Cooperative MPO/State/Transit Operators' Planning Roles & Responsibilities

PURPOSE

The purpose of this statement is to outline the roles and responsibilities of the State, the Capitol Region Council of Governments and appropriate providers of public transportation as required by 23 CFR Sec. 450.314(a) "Metropolitan Planning Agreements".

GENERAL ROLES & RESPONSIBILITIES

The Capitol Region Council of Governments will perform the transportation planning process for their region and develop procedures to coordinate transportation planning activities in accordance with applicable federal regulations and guidance. The transportation process will, at a minimum, consist of:

1. Preparation of a two-year Unified Planning Work Program that lists and describes all transportation planning studies and tasks to be completed during this two-year period.
2. Preparation and update of a long range, multi-modal metropolitan transportation plan.
3. Preparation and maintenance of a short-range transportation improvement program (TIP).
4. Financial planning to ensure plan and program are financially constrained and within anticipated funding levels.
5. Conduct of planning studies and system performance monitoring, including highway corridor and intersection studies, transit system studies, application of advanced computer techniques, and transportation data collection and archiving.
6. Public outreach, including survey of affected populations, electronic dissemination of reports and information (website), and consideration of public comments.
7. Ensuring the transportation planning process does not have a significant or disproportionate impact on low income, minority and transit dependent Title VI populations.
8. Development and implementation of a Congestion Management Process as appropriate.
9. Ensuring plans, projects and programs are consistent with and conform to air quality goals of reducing transportation-related emissions and attaining National Ambient Air Quality Standards.

LONG RANGE METROPOLITAN TRANSPORTATION PLAN

1. The Capitol Region Council of Governments will be responsible for preparing and developing the long range (20–25 years) metropolitan transportation plans for its respective region.
2. The Capitol Region Council of Governments may develop a consolidated transportation plan summary report for the planning region that includes the key issues facing the area and priority programs and projects.
3. CT DOT will provide the following information and data in support of developing the transportation plan:

- a. Financial information - estimate of anticipated federal funds over the 20-25 year time frame of the plan for the highway and transit programs.
 - b. Trip tables - for each analysis year, including base year and the horizon year of the plan by trip purpose and mode. *(CT DOT will provide this only if requested since The Capitol Region Council of Governments maintains its own travel forecast model.)*
 - c. Traffic count data for state roads in the Capitol Region, and transit statistics as available.
 - d. List of projects of statewide significance by mode, with descriptions, so that they can be incorporated into the long range metropolitan transportation plans.
 - e. Assess air quality impacts and conduct the regional emissions assessment of the plan. Will provide the results of the assessment in a timely manner to allow inclusion in the plan and to be made available to the public at public information meetings. (Refer to air quality tasks.)
4. The Capitol Region Council of Governments may conduct transportation modeling for the area.
 5. The Capitol Region Council of Governments will consult with the appropriate providers of public transportation on local bus capital projects to include in the transportation plan, and will work together to develop local bus improvements for the plan from the 10-year capital program. Through consultation, they will identify future local bus needs and services, including new routes, service expansion, rolling stock needs beyond replacement, and operating financial needs.

TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

1. The TIP will be prepared and compiled through a consultative process between CT DOT, the Capitol Region Council of Governments, and the appropriate provider(s) of public transportation.
2. CT DOT will prepare an initial list of projects to include in the new TIP. This list will be based on the current TIP that is about to expire and an assessment of which projects will be obligated for funding before the end of the current federal fiscal year.
3. CT DOT, MPO and transit provider(s) – CT DOT will solicit comments on the TIP and incorporate where practicable.
4. CT DOT will provide detailed project descriptions, cost estimates and program schedules. The project descriptions will provide sufficient detail to allow the Capitol Region Council of Governments to explain the projects to the policy board and the general public.
5. CT DOT will provide a list of projects obligated during each of the federal fiscal years covered by the expiring TIP/STIP. The annual listing of obligated projects should include both highway and transit projects.
6. The Capitol Region Council of Governments will compile the TIP for the Region, including preparing a narrative. Projects will be categorized by federal aid program and listed in summary tables. The TIP will be converted into a format that will allow it to be downloaded to the Region's website. The Capitol Region Council of Governments will maintain the TIP by tracking amendments and changes to projects (schedule, scope and cost) made through the TIP/STIP Administrative Action/Amendment/Notification process.
7. CT DOT will develop the STIP based on the MPOs' TIPs and projects located in the rural regions of the State.
8. CT DOT will include one STIP entry each for the Bridge program and the Highway Safety Improvement program. This entry will list the total funds needed for these programs for each fiscal year. All Regions will receive back up lists in the form of the Bridge Report and the Safety Report monthly. The one line entry will reduce the number of entries needed in the STIP. Any projects listed in the Bridge and or Safety Report that are over \$5m and on the NHS, will be transferred directly into the STIP as its own entry per the TIP/STIP Administrative Action/Amendment/Notification process.
9. CT DOT will provide proposed amendments to the Capitol Region Council of Governments for consideration. The amendment will include a project description that provides sufficient detail to allow

the Capitol Region Council of Governments to explain the proposed changes to the Capitol Region Council of Governments board. It will also provide a clear reason and justification for the amendment. If it involves a new project, CT DOT will provide a clear explanation of the reasons and rationale for adding it to the TIP/STIP.

10. When an amendment to the TIP/STIP is being proposed by the Capitol Region Council of Governments, the project sponsor will consult with CT DOT to obtain concurrence with the proposed amendment, to obtain Air Quality review and consistency with Air Quality Conformity regulations and ensure financial consistency.
11. CT DOT will provide a financial assessment of the STIP with each update. The Capitol Region Council of Governments should prepare a TIP summary table listing all projects by funding program sorted by year based on CT DOT's financial assessment.

AIR QUALITY PLANNING

1. CT DOT and the Capitol Region Council of Governments may meet at least once per year to discuss the air quality conformity process, the regional emissions analysis and air quality modeling.
2. CT DOT will conduct the regional emissions analysis, which includes the Capitol Region Council of Governments area and provide the results to the Capitol Region Council of Governments. The regional emissions analyses for the build or future years will include the proposed transportation improvements included in the regional long-range metropolitan transportation plans and TIP.
3. The Capitol Region Council of Governments will prepare a summary report of the conformity process and regional emissions analysis for the Region. It will contain a table showing the estimated emissions from the transportation system for each criteria pollutant and analysis year.
4. The summary report on the regional emissions analyses will be inserted into the long-range transportation plan and TIP.
5. The Capitol Region Council of Governments will make the regional emissions analysis available to the public.

PUBLIC PARTICIPATION PROGRAM

1. The Capitol Region Council of Governments will annually review and evaluate its public participation program.
2. The Capitol Region Council of Governments will update and prepare a list of neighborhood and local organizations and groups that will receive notices of MPO plans, programs and projects.
3. The Capitol Region Council of Governments will work to ensure that low-income, minority and transit dependent areas are afforded an adequate opportunity to participate in the transportation planning process, receive a fair share of the transportation improvement benefits and do not endure a disproportionate transportation burden. They will comply with federal legislation on these issues.
4. The Capitol Region Council of Governments process for developing plans, projects, and programs will include consultation with state and local agencies responsible for land use and growth management, natural resources, environmental protection, conservation and historic preservation.
5. The Capitol Region Council of Governments will maintain their website to provide clear and concise information on the transportation planning process and provide an opportunity to download reports and documents. This will include developing project and study summaries, converting reports into a pdf or text format, and maintaining a list of available documents. The website will provide links to other associated organizations and agencies.

PUBLIC TRANSPORTATION PLANNING

1. The Capitol Region Council of Governments will allow for, to the extent feasible, the participation of transit providers at all transportation committee and policy board meetings to provide advice, information and consultation on transportation programs within the planning region.
2. The Capitol Region Council of Governments will provide the opportunity for the transit providers to review and comment on planning products relating to transit issues within the region.
3. The Capitol Region Council of Governments will allow for transit provider(s) to participate in UPWP, long-range plan, and TIP development to insure the consideration of any appropriate comments.
4. The Capitol Region Council of Governments and CT DOT will assist the transit provider(s), to the extent feasible, with planning for transit-related activities.

FISCAL/FINANCIAL PLANNING

1. The CT DOT will provide the Capitol Region Council of Governments with up-to-date fiscal and financial information on the statewide and regional transportation improvement programs to the extent practicable. This will include:
 - a. Anticipated federal funding resources by federal aid category for the upcoming federal fiscal year, as shown in the TIP financial chart.
 - b. Annual meetings to discuss authorized funds for the STP Block Grant Program and LOTCIP accounts.
 - c. Annual authorized/programmed funds for the FTA Section 5307 Program as contained in the STIP and the annual UZA split agreements.
 - d. Monthly updates of STP-Urban Program showing current estimated cost & scheduled obligation dates.
2. The CT DOT will notify the Capitol Region Council of Governments when the anticipated cost of a project, regardless of funding category, has changed in accordance with the agreed upon TIP/STIP Administrative Action/Amendment/Notification process .
3. The Capitol Region Council of Governments will prepare summary tables and charts that display financial information for presentation to the policy board.

CONGESTION MANAGEMENT PROCESS (CMP) PROGRAM

1. The Capitol Region Council of Governments will conduct a highway performance monitoring program that includes the analysis of available NPMRDS data supplemented with available traffic count and travel time survey data.
2. In partnership with the CT DOT and other stakeholders, the Capitol Region Council of Governments will assess the feasibility of conducting congestion strategies studies for critical corridors and identifying possible improvements to reduce congestion and delay.
3. The Capitol Region Council of Governments will work with CT DOT on programming possible congestion-reducing projects.
4. In partnership with the CT DOT and other stakeholders, the Capitol Region Council of Governments will, consider conducting, upon implementation of a congestion reduction improvement, an assessment of post-improvement operations to assess the level of congestion relief.

INTELLIGENT TRANSPORTATION SYSTEMS (ITS) PROGRAM

1. The CT DOT will maintain the statewide ITS architecture and ensure consistency with the Regional ITS Architecture for the Capitol Region Council of Governments.
2. The Capitol Region Council of Governments will maintain and update the Regional ITS Architecture for the region, where appropriate.

AMENDMENT

This Statement on Transportation Planning may be amended from time to time or to coincide with annual UPWP approval as jointly deemed necessary or in the best interests of all parties, including Federal transportation agencies.

EFFECTIVE DATE

This Statement will be effective after it has been endorsed by the Capitol Region Council of Governments as part of the UPWP, and as soon as the UPWP has been approved by the relevant Federal transportation agencies.

NO LIMITATION ON STATUTORY AUTHORITY

Nothing contained in this **Statement** is intended to or shall limit the authority or responsibilities assigned to signatory organizations under Connecticut law, federal law, local ordinance, or charter.

Appendix B: MPO Staff – Roles & Responsibilities

Executive Director: With broad strategic policy set by the Policy Board, directs, plans, and organizes the activities of CRCOG. Provides strategic leadership in the development and implementation of policies and procedures. Oversees all planning efforts of CRCOG. Supervises all staff. Assures compliance with state and federal requirements. Serves as lead staff to the CRCOG Policy Board (MPO) and as a high-level resource for the Transportation Committee. Serves as point of contact for federal, state, and municipal officials on all legislative and policy matters. Represents CRCOG in meetings with governmental agencies, businesses, non-profits, professional and other public organizations at the national, state and local levels. Reports to the Policy Board.

Director of Transportation: Manages the agency's transportation planning program. Serves as lead staff person for the Transportation Committee. Directs and supervises professional, contractual, and administrative staff. Prepares and administers operating budget for the department. Has direct responsibility for CRCOG's transportation planning program and assures compliance with state and federal requirements. Serves as primary liaison with CTDOT and the USDOT on all transportation issues. Works with other agencies with transportation interests to pursue or implement regional and state transportation policies and programs. Works with DOT and municipalities to move transportation projects forward. Serves as member of various transportation-related boards and committees outside of CRCOG. Reports to the Executive Director. May assume Executive Director level duties in the absence of or at the direction of the Executive Director.

Director of Community Development: Manages the agency's land use planning program, including aspects of transit, bike/ped planning, TOD planning, and sustainable land use planning. Directs and supervises professional, contractual, and administrative staff. Prepares and administers operating budget for the department. Prepares and coordinates contract documents and approvals to secure grant funds. Assists boards and committees develop regional policies regarding improvement of existing transportation systems and networks as well as development of new transportation systems, with particularly attention to transit, bike/ped, TOD, and sustainable planning. Assures that land use issues are considered in the development of transportation plans. Reports to the Executive Director. May assume Executive Director level duties in the absence of or at the direction of the Executive Director.

Deputy Director: Provides project management for transportation programs. Supervises core transportation activities such as corridor studies, federal funding programs and/or special projects. Responsible for contract administration, consultant selection, coordination with CT DOT, and local officials and public involvement. Reports to the Director of Transportation. Assists the Director in the organization of Transportation Committee meetings and activities. May assume Director of Transportation level duties in the absence of or at the direction of the Transportation Director.

Special Projects / Principal: Under minimal supervision, provides project management for transportation programs. Manages core transportation activities such as corridor studies, federal funding programs and/or special projects. Responsible for management of federally required planning efforts such as Regional Transportation Plan, TIP, AQ conformance, public involvement and Title VI programs. Responsible for contract administration, consultant selection, coordination with CT DOT, and local officials and public involvement. Also oversees technical work of consultants. Manages and supervises staff in special projects and research. Reports to the Director of Transportation. Assists the Director in the organization of Transportation Committee meetings and activities.

Principal Planner, Engineer, or Program Manager: Under minimal supervision, provides project management for transportation programs. Manages core transportation activities such as corridor studies, federal funding programs and/or special projects. Depending upon specific responsibilities, may manage corridor planning studies, travel demand forecast modeling, GIS and mapping, specific modal planning efforts such as congestion management planning, safety planning, bike/planning, incident management planning, etc. Responsible for contract administration, consultant selection, coordination with CT DOT,

and local officials and public involvement. Also oversees technical work of consultants. Consults with town engineers and public works directors and provides municipalities with technical assistance. Manages and supervises staff in special projects such as traffic counts, data collection and research. Reports to the Director of Transportation. Assists the Director in the organization of Transportation Committee meetings and activities.

Senior Planner, Engineer, or Program Manager: Under general supervision, provides project management for transportation programs. Manages core transportation activities such as corridor studies, federal funding programs and/or special projects. Depending upon specific responsibilities, may manage corridor planning studies, travel demand forecast modeling, GIS and mapping, specific modal planning efforts such as congestion management planning, safety planning, bike/planning, incident management planning, etc. Responsible for contract administration, consultant selection, coordination with CT DOT, and local officials and public involvement. Also oversees technical work of consultants. Consults with town engineers and public works directors and provides municipalities with technical assistance. Manages and supervises staff in special projects such as traffic counts, data collection and research. Reports to the Director of Transportation or the Director of Community Development, depending upon project assignment. Assists the Director of Transportation in the organization of Transportation Committee meetings and activities.

Planner, Engineer, or Program Manager: Under supervision by the Director of Transportation or Director of Community Development, or on a project-level basis by a Principal or Senior Planner, provides project assistance for transportation programs. Works independently on core transportation activities such as corridor studies, federal funding programs and/or special projects. Provides technical information, usually through the supervision of a more senior planner, to town engineers, planners and public works directors. May oversee staff in special projects such as traffic counts, data collection and research. Assists the Director of Transportation in the organization of Transportation Committee meetings and activities.

Assistant Planner or Engineer Under close supervision by the Director of Transportation or Director of Community Development, or on a project-level basis by a Principal or Senior Planner, provides project assistance for transportation programs. Supports project managers by collecting data, researching issues, performing traffic, pedestrian or bicyclist counts, writing reports, and preparing for meetings. Assists the Director of Transportation in the organization of Transportation Committee meetings and activities.

Administrative Program Assistant: Responsible for all clerical work required by the Transportation Department. Supports committees: prepares minutes, posts legal notices, sends meeting notices, assures meeting materials are available. Keeps mailing list up to date. Organizes logistics for various meetings. Orders supplies. Reports to CRCOG department director or a designee.

Secretary / Office Assistant: Responsible for clerical and other administrative work required by the Transportation Department. Supports Administrative Program Assistant on assigned tasks. Reports to CRCOG department director or a designee.

Planning Intern: Works on assigned transportation-related tasks, as directed. Could entail data collection and analysis work. Reports to the Director of Transportation or to a Deputy or Principal Planner, depending upon assignment.