

# Burlington-Graham Urban Area Transportation Advisory Committee

**Tuesday, January 16, 2018 5PM**  
*(Meal provided for TAC members)*

**Municipal Conference Room  
425 South Lexington Avenue  
Burlington, NC**

## **AGENDA**

- 1) **Call to Order & Quorum** **Chairman**
  - Welcome and Introductions
  - Changes to Agenda / Add On Items
  - Speakers from the Floor – 3 minutes per speaker
  - NC Ethics Statement for TAC members
  - Nomination and Election of TAC Chair and Vice Chair for 2018/2019
  
- 2) **Approval of Minutes from October 17, 2017 TAC Meeting** **Chairman**
  
- 3) **NC 54 Corridor Study** **Aaron Cain, DCHC MPO**

**INFORMATION:** The Durham-Chapel Hill-Carrboro MPO contracted VHB to conduct the NC 54 corridor study from Graham to Carrboro. The project scope includes evaluating congestion, safety, and access management issues and providing forecasts and potential future projects for funding in the SPOT process. Aaron Cain will provide a project overview and status.

**RECOMMENDATION/ACTION:** Receive information.
  
- 4) **BGMPO Safety Performance Targets** **Brian Murphy, NCDOT**

**INFORMATION:** The MAP-21 final rule established the framework for States and MPOs to integrate performance measures and targets into their transportation planning processes. The MPO is required to set and show demonstrable progress towards meeting the performance targets and reflect those targets in their MTPs and MPO Planning Agreements with transit agencies, DOTs and planning partners. The STIP and TIP will also be aligned with the performance targets. MPO's have until February 27, 2018 to agree to adopt NCDOT's safety targets or commit to developing its own quantifiable performance measures. The five safety-related performance measures that were recently submitted as part of NCDOT's yearly Highway Safety Improvement Program annual report are: 1) Number of fatalities, 2) Fatality Rate (per 100 million VMT), 3) Number of Serious Injuries, 4) Serious Injury Rate (per 100 million VMT), and 5) Number of Non-motorized (Pedestrians and Bicyclists) Fatalities and Serious Injuries.

**RECOMMENDATION/ACTION:** 1) Receive information and discuss; 2) Recommend TAC endorsement of the NCDOT's safety targets (for each of the five measures).
  
- 5) **Unified Planning Work Program (UPWP)/BGMPO Budget FY 2018** **Wannetta Mallette**

**INFORMATION:** The Unified Planning Work Program (UPWP) for the Burlington-Graham Metropolitan Planning Area is developed annually and outlines all major transportation planning and related activities within the BGMPO Study Area for the upcoming fiscal year (July 1, 2018 – June 30, 2019). While it is the mission of the BGMPO to complete work planned within a program year, task elements may span fiscal years and therefore are carried forward into subsequent work programs until completion. The FY 2018 allocation of Federal PL funds of \$288,076 is received through a PL104 planning grant from the Federal Highway

Administration (FHWA) and \$20,000 in Section 5303 and \$120,000 in Section 5307 Transit Planning Funds from the Federal Transit Administration (FTA). As part of the UPWP, the Federal government requires MPO's to certify their transportation planning process on an annual basis. The certification checklist to certify the MPO transportation planning process is attached.

**RECOMMENDATION/ACTION:** 1) Receive the FY 2018-2019 UPWP report as information and discuss; 2) Recommend the TAC release Draft UPWP for a 30-day public review period; and, 3) If no substantial public comments or changes, recommend TAC approval of the resolution certifying the MPO transportation planning process and adoption of the FY 2018-2019 UPWP report.

6) **Burlington-Graham MPO Assignment of Local Input Points Report** **Wannetta Mallette**

**INFORMATION:** The Strategic Transportation Investments (STI) Act requires each MPO to develop and adopt a local project ranking process for all modes of transportation. Under STI all modes of transportation compete internally and are evaluated on statewide, division and regional criteria. Statewide projects are 100% data driven and exempt from the local project rankings. Regional (NC and US highway routes, etc.) and Division (all other state facilities, etc.) projects are included in the local evaluation process. NCDOT recently updated its guidance for MPOs to develop and adopt a local project ranking process and assignment of Local Input Points. All methodologies will need to be reviewed and approved by NCDOT to ensure each methodology meets the revised standards by March 14, 2017. The local project ranking process requires at least one public comment period. The BGMPO public comment period began December 5, 2017 and will close January 17, 2018.

**RECOMMENDATION/ACTION:** 1) Receive P5.0 Local Input Points Methodology as information and discuss; 2) Recommend TAC approve the methodology if there are no substantial comments or changes at the conclusion of the public comment period and after review by the NCDOT SPOT Office.

7) **NCDOT Board Member Update** **Michael Fox**

8) **NCDOT Division Engineer Report** **Michael Mills, Division 7**

9) **Other Business** **Wannetta Mallette**

- Reports and Questions from TAC Members
- BGMPO 2045 Metropolitan Transportation Plan
- Website Development Update
- Next Meeting Scheduled for **March 20, 2018**

**ACCESS TO INFORMATION:**

**ALL MPO DOCUMENTS AND DATA CAN BE PROVIDED IN ALTERNATIVE FORMAT UPON REQUEST**  
**PLEASE CONTACT THE MPO OFFICE FOR ADDITIONAL ASSISTANCE AND INFORMATION**

**336-513-5418**

**ACCESO A INFORMACION**

**TODOS LOS DOCUMENTOS Y DATOS DE MPO SE PUEDEN PROPORCIONAR EN FORMATOS ALTERNOS A**  
**PETICION**

**POR FAVOR COMUNIQUESE CON LA OFICINA DE MPO PARA INFORMACION E ASISTENCIA ADICIONAL**

**336-513-5418**

*It is the policy of the Burlington Graham Metropolitan Planning Organization to ensure that no person shall, on the ground of race, color, sex, age, national origin, or disability, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity as provided by Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, and any other related non-discrimination Civil Rights laws and authorities.*

## MINUTES

**BURLINGTON-GRAHAM URBAN AREA  
TRANSPORTATION ADVISORY COMMITTEE  
TUESDAY, OCTOBER 17, 2017  
5:00 PM**

### **MEMBERS PRESENT**

Ken Jacobs, Whitsett  
Lee Kimrey, Graham  
Steve Buff, Elon  
Nolan Kirkman, Burlington  
Bob Ward, Burlington  
Eddie Boswell, Alamance  
Alan Branson, Guilford  
Carissa Graves, Green Level

### **NCDOT STAFF PRESENT**

Hemang Surti, NCDOT- TPB  
Mike Mills, NCDOT- Division 7

### **Other Present**

Scott Rhine, PART  
Mia Holshouser, Granite Sky

### **BGMPO STAFF PRESENT**

Mike Nunn  
Wannetta Mallette  
Carley Maynard

### **Call to Order**

Vice Chairman Bob Ward presided in the absence of Chair Williams and called the October 17, 2017 Transportation Advisory Committee (TAC) meeting to order and welcomed all members and guests.

### **Approval of Minutes / Changes to Agenda**

Vice Chairman Ward asked if there were any changes to the agenda or corrections to the minutes from the August 15, 2017 TAC meeting. No changes were made to the agenda and there were no corrections to the minutes. Eddie Boswell made a motion to approve the minutes, Alan Branson seconded the motion. All TAC voted in approval.

Vice Chairman Ward requested any speakers from the floor to limit their comments to three minutes per speaker. There were no speakers from the floor. Wannetta Mallette read aloud the Conflict of Interest statement provided by the NC Ethics Commission. No conflicts were stated and the meeting proceeded.

## Piedmont Triad Regional Freight Study / Community Viz (Carryover Item)

The Piedmont Authority for Regional Transportation (PART) Executive Director, Scott Rhine provided an overview of operations and an update of the Piedmont Triad Advanced Freight Study. PART maintains the Piedmont Triad Regional Model (PTRM) for the counties of Alamance, Davidson, Guilford, Forsyth, and portions of Orange, Randolph, Davie, Rockingham, and Stokes counties. PART began serving as the custodian of the regional travel demand model in 2002 for NCDOT and four area MPOs (Burlington-Graham, High Point, Winston-Salem and Greensboro Urban Area). PART has a staff member that is dedicated to maintaining the regional model and works cooperatively with MPO staff on updates. Mr. Rhine described the computer program used to replicate and forecast regional travel patterns. He explained that the travel demand model analyzes modal traffic counts, road trips, and socioeconomic data.

In 2014, PART was awarded FHWA Strategic Highway Research Program Performance Measures for Highway Capacity Decision Making (SHRP2 CO2) funds through a very competitive grant process. The growth in freight and its importance to national, state and regional economies have resulted in the expansion of the regional travel demand model to include freight. PART used the grant funds to determine how freight can be integrated into the Travel Demand Model and improve the planning process. Mr. Rhine described the three phases of the freight study. Phase 1, developed in 2015, was a massive data collection effort that included surveying freight carriers. Items of particular interest were written comments related to "problem" areas for truck drivers. Identification of problematic areas will identify future transportation needs and assess freight travel routes. That information was shared with all of the regional MPOs.

Phase II was the development of an enhanced freight tour-based model in 2016. PART has elected to build an enhanced freight tour-based model to calculate freight trips separately from other trips. Mr. Rhine explained that this step involved collecting a travel diary from the main carriers. An output from that effort was the creation of a dashboard that will be useful for Phase III. Phase III will begin in 2018 and is funded in part with NCDOT State Planning and Research (SPR) funds. Phase III consists of replicating true travel demand movements. Mr. Rhine said they are nearing completion the project. The next steps are to replicate actual travel demand movements. At the conclusion of his presentation, Mr. Rhine then accepted questions from TAC members.

Mr. Kimrey questioned the model's ability to account for recent area development growth such as the Walmart distribution center or Sheetz. Mr. Rhine responded that

PART collects traffic generation data on a phased approach using various sources such as census data and comprehensive development plan information. Mr. Rhine provided an overview of the Comprehensive Transportation Plan update and approval process. PART can now include that data into the base and forecast years. Mr. Rhine stated the model new base year will be 2019 with forecast years in 2025, 2035 and 2045 including interim years. The base year will include development changes up to 2018. There were no further questions.

### **Comprehensive Transportation Plan (CTP) Amendment**

Hemang Surti, NCDOT Transportation Planning Branch (TPB) provided the CTP amendment update. The TPB presented four alternatives to amend the CTP to the TCC at their August 15, 2017 meeting. The TCC recommended Alternative 4 - to remove the portion of the Southern Alamance Loop as requested by City of Graham through an immediate amendment to the BGMPO CTP. The TAC approved the recommendation and expediting the process. The BGMPO held a public meeting on September 14, 2017 at the City of Graham Council Chambers. Twelve people attended the meeting and there were no public comments made by September 30, 2017 deadline. Mr. Surti said during the October 17, 2017 morning TCC meeting, TCC members made a motion to recommend approval of the CTP amendment to the TAC. Mr. Surti stated based on the decision of the TAC, NCDOT will place the item on the November 2017 NCDOT Board of Transportation (BOT) meeting agenda. Upon BOT approval, the amendment maps will become official and that portion of the loop will be removed.

Mr. Hemang recommended the TAC vote on the resolution. Vice Chairman Ward asked the TAC if there was any further discussion. Hearing none, Vice Chairman Ward requested a motion to adopt the resolution and approve the amended CTP plan maps. Mr. Kimrey made the motion for approval and Ms. Carissa Graves seconded. All TAC members present voted in favor.

### **STIP Transit Amendment - Link Transit**

Mr. Nunn provided an overview of the STIP amendment. Link Transit is a recipient of Federal Transit Administration Section 5307 grant in the amount of \$503,767 to support operating, capital and planning activities. Mr. Nunn said the allocation would be matched with local funds.

With no questions or comments from the TAC members, Vice Chairman Ward entertained a motion to adopt the resolution. Eddie Boswell made the motion for approval and Carissa Graves seconded the motion. All TAC members voted in favor.

### **STIP Transit Amendment - PART**

Mr. Rhine provided an overview of the PART STIP amendment and grant funding request. PART is the recipient of a NCDOT Congestion Mitigation and Air Quality (CMAQ) Program grant in the amount of \$215,800. PART transferred the CMAQ grant funds from FHWA to FTA and requested a STIP amendment to use the funds for its Route 4 services in the Burlington-Graham MPO. Route 4 is a very successful transit route and all buses are at full capacity with standing room only.

Alan Branson made a motion for approval. Ms. Graves seconded the motion. All TAC members voted in favor.

### **Approval of the Prioritization 5.0 Project Submission List**

Wannetta Mallette presented an overview of the BGMPO Prioritization 5.0. Earlier this year the BGMPO requested SPOT 5.0 projects submittals under the adopted MPO prioritization methodology. The BGMPO is eligible to submit up to 17 projects per transportation mode to the SPOT office for evaluation. TAC members had until August 31, 2017 to confirm any carryover projects and or submit any new projects. All projects submitted to the BGMPO by the deadline were entered in to the SPOT system for evaluation and a preliminary scoring. The 17 highest ranking projects were submitted to TAC members for review on September 28, 2017 and to the SPOT office on September 29. Ms. Mallette apologized for the short deadline provided by the NCDOT SPOT office staff.

Ms. Mallette reminded the TAC members that the scores were preliminary and subject to change upon future evaluation by the SPOT office based on travel time savings metrics. A public review session is scheduled for Wednesday November 15, 2017 from 6 PM to 8 PM at the City of Burlington Municipal Conference Room, 425 S. Lexington Avenue. In closing Ms. Mallette said the period to assign Local Input Points would occur next spring.

Ms. Mallette then acknowledged Abigaile Pittman. Ms. Pittman, on behalf of Orange County, raised concerns about the BGMPO ranking methodology and asked if location

and economic development benefit were considered as weighted criterion. Ms. Pittman said the TCC agreed to form a SPOT Prioritization Subcommittee to review the SPOT 5.0 local project rankings and evaluation process and develop new criteria for selecting projects. Ms. Pitman also stated that four TCC meetings a year were not enough to discuss pertinent issues and meet NCDOT deadlines. TCC members she spoke with were in agreement to meet on a more frequent basis.

Mr. Kimrey asked if there would be geographical diversity among the subcommittee members. Ms. Pittman responded that some TCC members volunteered. Ms. Mallette said there was representation from Mebane, Graham, Burlington, Alamance and Orange Counties. NCDOT members will serve as advisors.

Vice Chairman Ward asked TAC members what were the next steps. Ms. Mallette replied that the TCC would vote on the subcommittee recommendations and forward their actions to the TAC for approval. Mr. Kimrey confirmed the subcommittee would oversee the SPOT prioritization process for selecting future projects. Vice Chairman Ward entertained a motion for adoption of the process. Eddie Boswell made a motion to adopt the process. Mr. Kimrey seconded the motion and all TAC members voted in favor.

Ms. Mallette requested approval of the BGMPO SPOT 5.0 Project List and release for public review and comment. Ms. Graves made a motion for approval and Mr. Branson seconded the motion. All TAC members voted in approval.

### **NCDOT Board Member Update**

Mike Fox was not able to attend the meeting and will provide an update at the next TAC meeting.

### **Division Engineer Report**

Mike Mills presented the Division 7 Engineer Report. Mr. Mills reported on bridge replacement projects. Mr. Mills also announced that NCDOT public comments for the I 40/85 improvement project was available for review. The second NC 62 public meeting is scheduled for Spring 2018. Right-of-way acquisition and environmental studies are underway. NCDOT is meeting with individual property owners to address design concerns. Mr. Mills also presented an overview of the High-Impact/Low-Cost program. NCDOT is tasked to develop quantitative criteria to use in selecting projects to receive funding under this program. Mr. Mills distributed the 12 criteria that can be used to identify candidate projects. Mr. Mills stated that any new criteria will most likely be

evaluated in Year 2. Each of the Department's 14 Divisions will identify respective project scoring criteria (a minimum of 7) and projects by December 1, 2017. Division 7's allocation of High Impact/ Low Cost project funding is \$3.4 million over a two-year period. Mr. Mills requested the TCC and TAC review the criteria and provide comments and projects for consideration by October 20, 2017. Ms. Mallette will forward the information to the TCC and TAC and offered to accept project submittals on behalf of NCDOT.

### Other Business

Ms. Mallette stated the NCDOT is requiring the adoption of a fiscally constrained 2017-2028 STIP. Ms. Mallette requested approval of the BGMPO STIP Fiscal Constraint statement. Vice Chairman Ward asked if any TAC members had questions regarding the fiscal constraint policy. There being no questions from the TAC members, Vice Chairman Ward requested a motion for approval. Mr. Boswell made a motion to adopt a fiscally constrained 2017 - 2028 STIP and Ms. Graves seconded the motion. All TAC members voted in favor.

Ms. Mallette said that NCDOT requires a 20% local match for non-highway STIP projects and referred TAC members to the template included in the agenda packets. Eligible TAC members will be notified when the letter is required.

Mia Holshouser, Owner of Granite Sky Civic Design, provided an overview of the BGMPO website redesign and brand logo development schedule and project tasks. Ms. Holshouser said the project will be completed by December 31, 2017 and she will present the redesigned website at the January 2018 TAC meeting. Mr. Nunn reminded the TAC that the website had not been updated since 2002 and that a redesign was long overdue.

Mr. Kimrey expressed his gratitude to the TAC on behalf of the City of Graham and Council for supporting removal of the Southern Loop through Graham by CTP amendment.

### Adjournment

There being no further business before the TAC, Vice Chairman Ward adjourned the meeting at 6:14 p.m. The next meeting is scheduled for Tuesday, January 16, 2018.



# Metropolitan Planning Organization Safety Performance Measures Fact Sheet

## Safety Performance Measures

The Safety Performance Management Measures regulation supports the Highway Safety Improvement Program (HSIP) and requires State Departments of Transportation (DOTs) and Metropolitan Planning Organizations (MPOs) to set HSIP targets for 5 safety performance measures. This document highlights the requirements specific to MPOs and provides a comparison of MPO and State DOT responsibilities.

## How do MPOs establish HSIP targets?

Coordination is the key for all stakeholders in setting HSIP targets. Stakeholders should work together to share data, review strategies and understand outcomes. MPOs must work with the State DOT. MPOs should also coordinate with the State Highway Safety Office, transit operators, local governments, the FHWA Division Office, National Highway Transportation Safety Administration (NHTSA) Regional Office, law enforcement and emergency medical services agencies, and others. By working together, considering and integrating the plans and programs of various safety stakeholders, MPOs will be better able to understand impacts to safety performance to establish appropriate HSIP targets. Coordination should start with the Strategic Highway Safety Plan (SHSP). More information on the SHSP is available at <http://safety.fhwa.dot.gov/hsip/shsp/>.

| HSIP Safety Targets Established by MPOs |   |
|---|---|
| 1                                       | Number of fatalities  |
| 2                                       | Rate of fatalities  |
| 3                                       | Number of serious injuries  |
| 4                                       | Rate of serious injuries  |
| 5                                       | Number of non-motorized fatalities and non-motorized serious injuries |

### MPOs establish HSIP targets by either:

1. agreeing to plan and program projects so that they contribute toward the accomplishment of the State DOT HSIP target or
2. committing to a quantifiable HSIP target for the metropolitan planning area.

To provide MPOs with flexibility, MPOs may support all the State HSIP targets, establish their own specific numeric HSIP targets for all of the performance measures, or any combination. MPOs may support the State HSIP target for one or more individual performance measures and establish specific numeric targets for the other performance measures.

| If an MPO agrees to support a State HSIP target, the MPO would ...  | If an MPO establishes its own HSIP target, the MPO would...  |
|---|--|
| <ul style="list-style-type: none"> <li>■ Work with the State and safety stakeholders to address areas of concern for fatalities or serious injuries within the metropolitan planning area</li> <li>■ Coordinate with the State and include the safety performance measures and HSIP targets for all public roads in the metropolitan area in the MTP (Metropolitan Transportation Plan)</li> <li>■ Integrate into the metropolitan transportation planning process, the safety goals, objectives, performance measures and targets described in other State safety transportation plans and processes such as applicable portions of the HSIP, including the SHSP</li> <li>■ Include a description in the TIP (Transportation Improvement Program) of the anticipated effect of the TIP toward achieving HSIP targets in the MTP, linking investment priorities in the TIP to those safety targets</li> </ul> | <ul style="list-style-type: none"> <li>■ Establish HSIP targets for all public roads in the metropolitan planning area in coordination with the State</li> <li>■ Estimate vehicles miles traveled (VMT) for all public roads within the metropolitan planning area for rate targets</li> <li>■ Include safety (HSIP) performance measures and HSIP targets in the MTP</li> <li>■ Integrate into the metropolitan transportation planning process, the safety goals, objectives, performance measures and targets described in other State safety transportation plans and processes such as applicable portions of the HSIP, including the SHSP</li> <li>■ Include a description in the TIP of the anticipated effect of the TIP toward achieving HSIP targets in the MTP, linking investment priorities in the TIP to those safety targets</li> </ul> |



**Volumes for HSIP Rate Targets:** MPOs that establish fatality rate or serious injury rate HSIP targets must report the VMT estimate used for such targets, and the methodology used to develop the estimate, to the State DOT. For more information on volumes for HSIP rate targets, see [http://www.fhwa.dot.gov/planning/processes/tools/technical\\_guidance/index.cfm](http://www.fhwa.dot.gov/planning/processes/tools/technical_guidance/index.cfm).

**Roads addressed by MPO HSIP Targets:** HSIP targets cover all public roadways within the metropolitan planning area boundary regardless of ownership or functional classification, just as State HSIP targets cover all public roads in the State.

### How do MPOs with multi-State boundaries establish HSIP targets?

MPOs with multi-State boundaries must coordinate with all States involved. If an MPO with multi-State boundaries chooses to support a State HSIP target, it must do so for each State. For example, an MPO that extends into two States would agree to plan and program projects to contribute to two separate sets of HSIP targets (one for each State). If a multi-State MPO decides to establish its own HSIP target, the MPO would establish the target for the entire metropolitan planning area.

### When do MPOs need to establish these targets?

States establish HSIP targets and report them for the upcoming calendar year in their HSIP annual report that is due August 31 each year. MPOs must establish HSIP targets within 180 days of the State establishing and reporting its HSIP targets. Since FHWA deems the HSIP reports submitted on August 31, MPOs must establish HSIP targets no later than February 27 of each year.

| Top 5 Things to Know about MPO HSIP Safety Performance Targets |  |
|--|--|
| ✓  | All MPOs must set a target for each of the 5 HSIP Safety Performance Measures  |
| ✓  | MPOs may adopt and support the State's HSIP targets, develop their own HSIP targets, or use a combination of both                    |
| ✓  | MPOs must establish their HSIP targets by February 27 of the calendar year for which they apply                                      |
| ✓  | MPO HSIP targets are reported to the State DOT   |
| ✓  | MPO HSIP targets are not annually assessed for significant progress toward meeting targets; State HSIP targets are assessed annually |

### Where do MPOs report targets?

While States report their HSIP targets to FHWA in their annual HSIP report, MPOs do not report their HSIP targets directly to FHWA. Rather, the State(s) and MPO mutually agree on the manner in which the MPO reports the targets to its respective DOT(s). MPOs must include baseline safety performance, HSIP targets and progress toward achieving HSIP targets in the system performance report in the MTP.

Whether an MPO agrees to support a State HSIP target or establishes its own HSIP target the MPO would include in the MTP a systems performance report evaluating the condition and performance of the transportation system with respect to the safety performance targets described in the MTP including progress achieved by the MPO in achieving safety performance targets

### Assessment of Significant Progress

While FHWA will determine whether a State DOT has met or made significant progress toward meeting HSIP targets, it will not directly assess MPO progress toward meeting HSIP targets. However, FHWA will review MPO performance as part of ongoing transportation planning process reviews including the Transportation Management Area certification review and the Federal Planning Finding associated with the approval of the Statewide Transportation Improvement Program.



Endorsement of Targets for Safety Performance Measures Established By NCDOT

WHEREAS, the Burlington-Graham Metropolitan Planning Organization has been designated by the Governor of the State of North Carolina as the Metropolitan Planning Organization (MPO) responsible, together with the State, for the comprehensive, continuing, and cooperative transportation planning process for the MPO's metropolitan planning area; and;

WHEREAS the Highway Safety Improvement Program (HSIP) final rule (23 CFR Part 490) requires States to set targets for five safety performance measures by August 31, 2017, and;

WHEREAS, the North Carolina Department of Transportation (NCDOT) has established targets for five performance measures based on five year rolling averages for: (1) Number of Fatalities, (2) Rate of Fatalities per 100 million Vehicle Miles Traveled (VMT), (3) Number of Serious Injuries, (4) Rate of Serious Injuries per 100 million VMT, and (5) Number of Non-Motorized (bicycle and pedestrian) Fatalities and Non-motorized Serious Injuries, and;

WHEREAS, the NCDOT coordinated the establishment of safety targets with the 19 Metropolitan Planning Organizations (MPOs) in North Carolina through a Safety Target Setting Coordination Training Workshop held in March, 2017, and;

WHEREAS, the NCDOT has officially established and reported the safety targets in the Highway Safety Improvement Program annual report dated August 31, 2017, and;

WHEREAS the MPO's may establish safety targets by agreeing to plan and program projects that contribute toward the accomplishment of the State's targets for each measure, or establish its own target within 180 days of the State establishing and reporting its safety targets in the HSIP annual report.

NOW THEREFORE, BE IT RESOLVED, that the MPO Transportation Advisory Committee (TAC) agrees to plan and program projects that contribute toward the accomplishment of the State's targets as noted below for each of the aforementioned performance measures:

1. For the 2018 Highway Safety Improvement Program (HSIP), the goal is to reduce total fatalities by 5.10 percent each year from 1,340.6 (2012-2016 average) to 1,207.3 (2014-2018 average) by December 31, 2018.
2. For the 2018 Highway Safety Improvement Program (HSIP), the goal is to reduce the fatality rate by 4.75 percent each year from 1.228 (2012-2016 average) to 1.114 (2014-2018 average) by December 31, 2018.
3. For the 2018 Highway Safety Improvement Program (HSIP), the goal is to reduce total serious injuries by 5.10 percent each year from 2,399.8 (2012-2016 average) to 2,161.2 (2014-2018 average) by December 31, 2018.
4. For the 2018 Highway Safety Improvement Program (HSIP), the goal is to reduce the serious injury rate by 4.75 percent each year from 2.191 (2012-2016 average) to 1.988 (2014-2018 average) by December 31, 2018.
5. For the 2018 Highway Safety Improvement Program (HSIP), the goal is to reduce the total non-motorized fatalities and serious injuries by 5.30 percent each year from 438.8 (2012-2016 average) to 393.5 (2014-2018 average) by December 31, 2018.

CERTIFICATE: The undersigned certifies that the foregoing is a true and correct copy of a resolution adopted by the voting members of the TAC on January 16, 2018.

Date: \_\_\_\_\_

By: \_\_\_\_\_

TAC Chair

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*Burlington-Graham  
Metropolitan Planning Organization*

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DRAFT

UNIFIED PLANNING WORK PROGRAM

FISCAL YEAR JULY 1, 2018 – JUNE 30, 2019

FUNDS FOR THIS PLANNING WORK PROGRAM PROVIDED BY

FEDERAL HIGHWAY ADMINISTRATION  
FEDERAL TRANSIT ADMINISTRATION  
NCDOT PUBLIC TRANSPORTATION DIVISION  
CITY OF BURLINGTON

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# BGMPO Unified Planning Work Program

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Prepared by the Burlington-Graham Metropolitan Planning Organization. For more information regarding this plan or any other BGMPO activity, please contact us at: Burlington-Graham Metropolitan Planning Organization, 234 East Summit Avenue, Burlington, NC 27215. Visit our website for the most up-to-date information and downloadable documents at: [www.bgmpo.org](http://www.bgmpo.org).

### Overview

This document presents the FY 2018 - 2019 Unified Planning Work Program (UPWP) for the Burlington-Graham Metropolitan Planning Organization (BGMPO) study area. It delineates the activities to be accomplished during the period of July 1, 2018 through June 30, 2019, the funding requirements, and the work elements of the FY 2018 - 2019 UPWP.

### Proposed FY 2018 UPWP Activities and Emphasis Areas

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BGMPO activities and emphasis areas for the FY 2018 UPWP are summarized as follow:

- Preparatory work on the development of the 2040 Metropolitan Transportation Plan (MTP)
- Development of the 2020-27 Metropolitan Transportation Improvement Program (MTIP)
- Development of the Comprehensive Transportation Plan (CTP)
- Development of the Regional Freight Study
- Commence work activities associated with SPOT 6.0
- Continue to implement Fast Act Metropolitan Planning requirements
- Monitoring of Title VI compliance
- Monitoring of MPO Performance Measure Targets
- Continuation of routine planning- MTIP, UPWP, Data monitoring, GIS, Public Involvement, etc.
- Continuation of special and mandated projects/programs: Title VI, LEP, EJ, safety/freight, modeling,
- Housing and employment data collection
- Preparation of Base Year data collection/inventory and travel survey for the major model update
- Annual surveys (household, transit onboard, cordon, etc.)
- Regional and urban transit planning
- Continuation of the MPO website update, enhancement and application (portals) development
- Other Comprehensive, Cooperative, and Continuing (3-C) initiatives eligible for Federal transportation funding

### Background

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The Burlington-Graham area was designated an "Urbanized Area" by the US Bureau of Census in 1974. As a result of this designation, the Burlington-Alamance area formed the BGMPO in 1975. MPOs represent areas greater than 50,000 in population, and North Carolina has 18 MPO's throughout the State. With this new designation came the responsibility of adhering to federal continuing planning requirements. A revised Memorandum of Understanding was executed between the cities of Burlington, Graham, and Mebane, the Towns of Elon, Gibsonville, Whitsett, Green Level and Haw River, the Village of Alamance, Guilford County, Orange County and Alamance County; and the North Carolina Department of Transportation (NCDOT) in 2012. The memorandum delineated responsibilities in maintain and continuing planning process and established the City of Burlington as the Lead Planning Agency (LPA), a Technical Coordinating Committee (TCC) with the responsibility for general review, guidance, and coordination of the continuing planning process. A Transportation Advisory Committee (TAC), comprised of representatives of the elected policy boards in the urban area, was also established to assure coordination between the elected officials, policy boards and the transportation planning process.

The BGMPO is required by federal regulations to prepare an annual UPWP that details and guides the urban area transportation planning activities. Funding for the UPWP is provided on an annual basis by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA). Essentially, the UPWP provides yearly funding allocations to support the ongoing transportation planning activities of the BGMPO. The UPWP must identify MPO planning tasks to be undertaken with the use of federal transportation funds, including highway and transit programs. The Unified Planning Work Program (UPWP) outlines transportation planning tasks to be conducted during the fiscal year. The UPWP sets the budget for these items and identifies the funding sources. MPO staff works cooperatively with NCDOT and consultants to implement and ensure completion

of the planning tasks identified in the UPWP. The categories for planning tasks in the UPWP are based on planning requirements contained in Federal legislation that authorizes transportation funding.

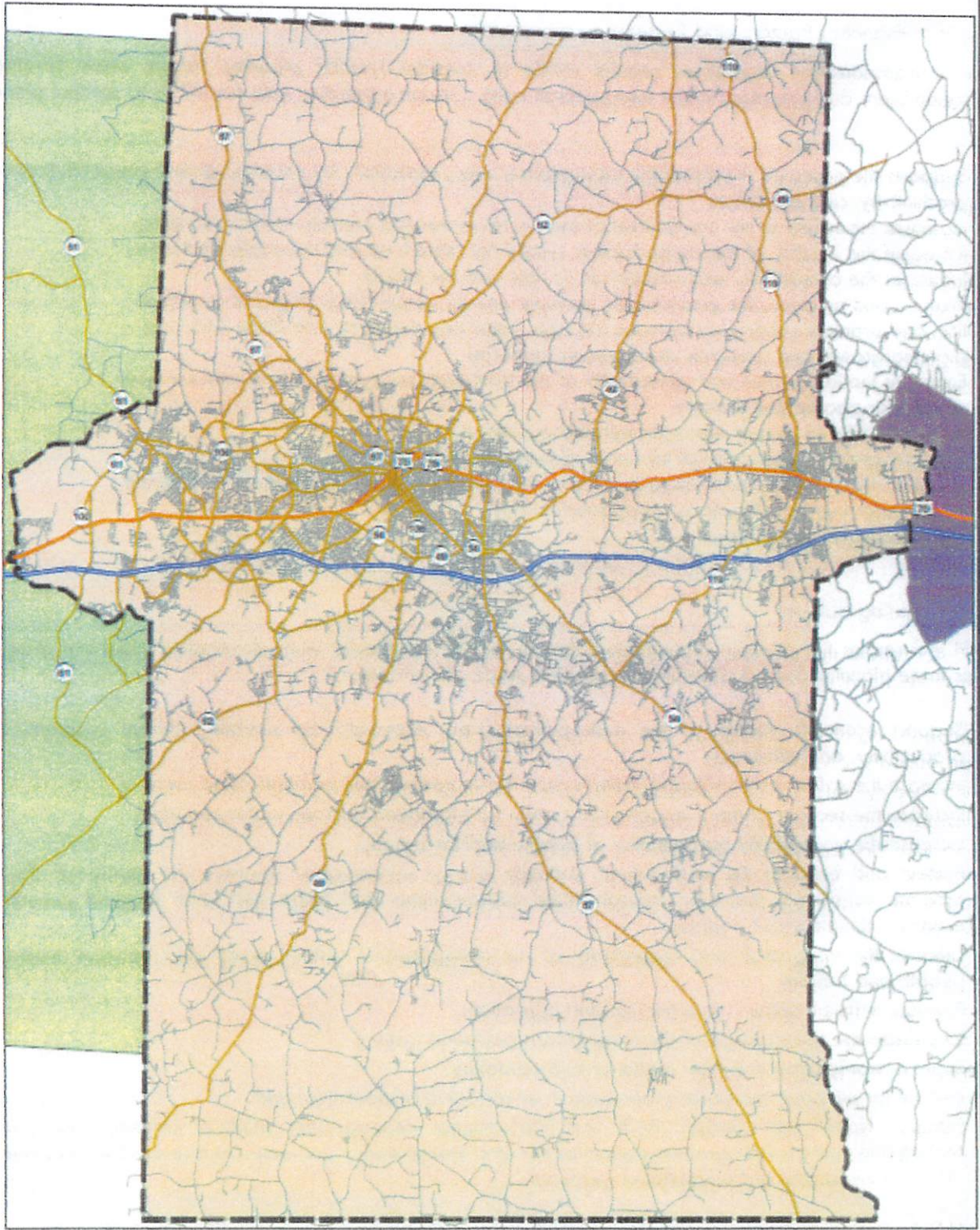
Tasks are identified by an alphanumeric task code and description. A complete narrative description for each task is more completely described below. The UPWP also contains project descriptions for special projects and Federal Transit Administration (FTA) projects. Special project descriptions are provided by the responsible agency. FTA planning project task descriptions, FTA Disadvantaged Businesses Contracting Opportunities forms, and FTA funding source tables are also included in this work program.

The funding source tables reflect available federal planning fund sources and the amounts of non-federal matching funds. The match is provided through either local or state funds or both. Section 104(f) funds are designated for MPO planning and are used by the LPA to support MPO planning functions. The LPA and MPO jurisdictions use these funds to support the MPO planning functions and regional special projects, such as the Regional Freight Plan, data collection geo-database update, regional model update and enhancement, travel behavior surveys and onboard transit survey, etc.

The sources of funds for transit planning are the Federal Transit Administration's (FTA) Section 5303 and 5307 grants. Transit agencies can also use portions of their Section 5307 capital and operating funds for planning. These funds must be approved by the MPO Board as part of the UPWP approval process.

#### BGMPO Area Boundary

The current BGMPO study area encompasses over 435 square miles and includes all of Alamance County and portions of Guilford and Orange counties. The City of Burlington is the major population and employment center in the region. Like many urban areas, rapid growth and development have contributed to ever-increasing needs in transportation. By federal definition, the MPO's planning area must at least include the urbanized area (as defined by the U.S. Census Bureau) and the contiguous area that may reasonably be expected to become urbanized in the next 20 years.



# BGMPO Boundary

- Legend**
- SCMPO Boundary
  - DCHE MPO
  - Cherokee MPO





## Metropolitan Planning Factors and Federal Requirements

Federal transportation regulations require MPOs to consider specific planning factors when developing transportation plans and programs in the metropolitan area. Current legislation calls for MPOs to conduct planning that:

1. Supports the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
2. Increases the safety of the transportation system for motorized and non-motorized users;
3. Increases the security of the transportation system for motorized and non-motorized users;
4. Increases the accessibility and mobility of people and for freight;
5. Protects and enhances the environment, promote energy conservation, improve quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;
6. Enhances the integration and connectivity of the transportation system, across and between modes, for people and freight;
7. Promotes efficient system management and operation;
8. Emphasizes the preservation of the existing transportation system.
9. Improves the resiliency and reliability of the transportation system and reduce or mitigate storm water impacts of surface transportation; and
10. Enhances travel and tourism.

## FAST Act Planning Factors

FAST Act retains the previous eight factors that should be considered when developing plans and programs and adds three planning factors. The following outlines these eleven factors:

- Support economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
- Increase the safety of the transportation system for motorized and non-motorized users;
- Increase the security of the transportation system for motorized and non-motorized users;
- Increase the accessibility and mobility of people and for freight;
- 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;
- Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
- Promote efficient system management and operation;
- Emphasize the preservation of the existing transportation system;
- Improve transportation system resiliency and reliability;
- Reduce (or mitigate) the storm water impacts of surface transportation; and
- Enhance travel and tourism. FAST Act Performance Management MAP-21 instituted Performance Management to provide greater accountability and transparency and help achieve the most efficient and effective investment of transportation resources.

The U.S. Secretary of Transportation, in consultation with stakeholders, is to establish performance measures to chart progress toward accomplishment of national goals established in MAP-21: safety, infrastructure condition, interstate system condition, congestion reduction, system reliability, freight movement and economic

vitality, environmental sustainability, and reduced project delivery delays. Performance targets established by the State and MPO will be based on national performance measures and will improve decision making through performance-based planning and programming. The FAST Act adjusts the timeframe for States and MPOs to make progress toward meeting their performance targets under the National Highway Performance Program and clarifies the significant progress timeline for the Highway Safety Improvement Program performance targets. The MPO believes in the proactive involvement of citizens, affected public agencies, representatives of transportation agency employees, private providers of transportation, and other interested parties in the development and updates of transportation plans and programs. The transportation planning activities outlined in this document are aligned with the FAST Act national goals.

### Metropolitan Transportation Plan (MTP)

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The MPO is responsible for developing a MTP for a minimum of 20-year time horizon in cooperation with the state, MPO member agencies and with local transit operators. The MTP is produced through a planning process which involves the region's local governments, NCDOT and citizens of the region. Additionally, representatives from the offices of the U.S. Department of Transportation (USDOT) Federal Highway Administration (FHWA) and Federal Transit Administration (FTA), North Carolina Department of Environmental Quality (NCDEQ) and the U.S. Environmental Protection Agency (US EPA) provide guidance and participate in the planning process. The Metropolitan Transportation Plan (MTP) must include the following:

- Vision, Goals, and Objectives;
- Land use impacts;
- Identification and assessment of needs;
- Identification of transportation facilities (including major roadways, transit, multimodal and intermodal facilities and intermodal connectors) that function as an integrated metropolitan transportation system;
- A discussion of types of potential environmental mitigation activities and potential areas to carry out these activities;
- A financial plan that demonstrates how the adopted transportation plan can be implemented;
- Operations and management strategies to improve the performance of existing transportation facilities to relieve vehicular congestion and maximize the safety and mobility of people and goods;
- Capital investment and other strategies to preserve the existing and projected future metropolitan transportation infrastructure and provide for multimodal capacity increases based on regional priorities and needs; and
- Proposed transportation and transit enhancement activities.

### Metropolitan Transportation Improvement Program (MTIP)

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The BGMPO is responsible for developing a Metropolitan Transportation Improvement Program (MTIP) for a five-year time horizon in cooperation with the state, MPO member agencies and with local transit operators. The TIP is produced through a planning process which involves the region's local governments, the NCDOT and citizens of the metropolitan area. The MTIP must include the following:

- A list of proposed federally supported projects and strategies to be implemented during MTIP period;
- Proactive public involvement process;
- Descriptions of each project in the MTIP.

### Air Quality Conformity Process

Currently, the BGMPO is designated as an attainment area for air quality. The Piedmont-Triad region air quality partners have decided to continue to implement activities, including air quality analysis and conformity determination in its MTP and MTIP. NCDOT will assist the MPOs in making a conformity determination by performing a systems level conformity analysis on the highway portion of the MTP.

### FY 2018 Emphasis Areas and Special Projects Descriptions

Special emphasis projects and new initiatives for the FY2018 UPWP are described below.

#### **Piedmont Triad Regional Model (PTRM) - Major Model Enhancement**

The purpose of this task is to continue to review and analyze existing travel demand and air quality models in order to determine feasible enhancements to the modeling procedures that are used in the PTRM study area. BGMPO will continue to assist in the development of the regional travel demand model. One of the customary first tasks will be to identify and select model enhancements for implementation based on the needs of the BGMPO member jurisdictions.

Specific activities to develop model enhancements include: staff time preparing and evaluating technical proposals for model revisions and developing the model; negotiating the scope of enhancements with regional model partners; consultant assistance (Piedmont Authority for Regional Transportation (PART)) in preparing technical specifications and in developing the model; and research and peer contact aimed at assessing the technical merits and operational challenges of the various modeling strategies that will be under consideration.

#### **Community Viz**

The BGMPO in concert with PART is evaluating Community Viz as a tool for regional socioeconomic projection and forecasting. The primary purpose of the project is to implement a partnering strategy and create a spatial data planning model framework and scenario planning using Community Viz software that will mimic development patterns and intensities and allocate future year socioeconomic data for the jurisdictions within the Piedmont-Triad region. Additionally, it may provide an opportunity to explore and debate regional visions for growth, their trade-offs, and alternative development futures. Scenario planning tools, and specifically, Community Viz, will be used throughout the planning process to measure and evaluate the impacts of competing development scenarios and major investments in the regional transportation system. Results of the scenario planning initiative will be the update and refinement of socio-economic forecasts.

#### **Data Collection and Data Management**

The MPO is required by federal regulations and the 3-C process to perform continuous data monitoring and maintenance. A number of transportation and traffic conditions will be continuously surveyed and compiled annually to feed into various MPO technical analyses such as modeling, Metropolitan Transportation Plan update, project development, Title VI planning, EJ/LEP demographic profiles, TIP, project prioritization, etc. The following data collection and monitoring tasks will be conducted during this UPWP period:

- 48-hour traffic volume – hourly, bi-directional, classified and 85th percentile speed;
- Turning Movement Count during AM, Noon and PM peak periods for cars, trucks;
- Travel time and speed survey;
- Crash and safety data;
- National Transit Database data.

Transportation models, federally mandated performance management/targets, and prioritization are critically dependent on comprehensive, detailed, high-quality input data. In the past, such data have been gathered through an ad-hoc, short-term work effort, and have been used to produce model output for multiple years. As the region

grows toward more sophisticated models and, as NCDOT and FHWA move toward detailed data-driven processes, it becomes increasingly desirable to undertake comprehensive and systematic data collection and management for the MPO.

The on-going MPO data management program is intended to link the model's input directly to existing databases. More broadly, it is proposed to integrate these external data with existing and new geographic information so that they can be overlaid easily with transportation improvement projects, thoroughfare and corridor plans, updated street centerline locations and other information that will assist policy makers and the public to envision the impact of proposed projects and policies. Specific products to be output by staff and/or consultants include; design of work flow processes and data access strategies to support routine access to relevant information, continued design and update of a centralized database for information that will be used by transportation and land use models, development of presentation tools for the data (using ArcGIS Online), and adjustment of the travel demand model.

**Title VI Planning** - The purpose of this task is to ensure that no person will, on the grounds of race, color, national origin, income, gender, age, and disability, as provided by Title VI of the Civil Rights Act of 1964 and the Civil Rights Restoration Act of 1987 (PL 100.259), be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity. BGMPO will continue to monitor the Title VI program and implement Title VI Assurance.

**Safety and Security Planning** - The purpose of this task is to reduce the human and economic toll on the region's multi-modal transportation system due to traffic crashes through collaboration and supporting NCDOT's Vision Zero initiative including engineering, enforcement, education and emergency response to meet newly enacted safety performance measures. BGMPO will continue to analyze safety data and collaborate with NCDOT and regional safety stakeholders to monitor safety programs and continually revise and refine the planning process.

**Land Use, Socio-Economic, Environmental** - The purpose of this task is to collect, maintain and analyze regional land use, socio-economic and environmental data that will be used in regional demographic forecasting, transportation planning, land use planning, air quality planning, emergency planning, Title VI and economic development efforts. BGMPO will continue to participate, provide input to member jurisdictions and agencies in the development of local comprehensive plans, and provide guidance to NCDOT Project Development and NEPA on land use and zoning issues affecting the project development and process.

**Metropolitan Transportation Plan** - This task addresses periodic updates, reviews, amendments, and progress on the long-range planning process to foster livable and sustainable communities and transportation systems in the BGMPO area as required by FAST Act and the previous legislations.

### FY 2018 UPWP Funding Source

FY 2018 UPWP funding levels as well as the descriptions of funding sources is summarized below:

**Planning (PL) Section 104(f)** – These funds are Federal Highway Administration (FHWA) funds for urbanized areas, administered by NCDOT, and require a 20% local match. The PL funding apportionment to the state is distributed to the MPOs through a population-based formula. The proposed Section 104(f) funding level is based on the FAST-ACT Section 104(f) allocation. The statewide section 104(f) funds are distributed among all MPOs based on a formula. The BGMPO PL fund allocation for FY2018 is below.

**MPO Total**

Federal PL funds (80%) \$ 388,076

Local match (20%) \$ 97,020

**Total PL Funds \$ 485,096**

**FTA Funds** - Two types of funds are used for transit planning purposes by the BGMPO; Section 5303 and Section 5307 funds administered through the Federal Transit Administration (FTA) and the NCDOT Public Transit Division. The BGMPO is served by four regional and one fixed route transit systems: Orange Public Transportation (OPT) serves all of Orange County and parts of Alamance County. Go Triangle operates a regional bus service connecting Durham to Raleigh, Chapel Hill, Apex, Hillsborough, and Wake Forest. The Alamance County Transportation Authority serves the transportation needs of the elderly, disabled, and general public in Alamance County. The Authority utilizes vans and buses which are ADA equipped, including wheelchair lifts, to assist persons with specialized needs. The Piedmont Authority for Regional Transportation (PART) Alamance Burlington Express connects Greensboro, Burlington, Graham, Mebane, and Chapel Hill and the Burlington Link Transit serves Burlington, Gibsonville, and Alamance Community College.

**Section 5303** funds are grant monies from FTA that provide assistance to urbanized areas for transit planning. The funds are for planning and technical studies related to urban public transportation. They are provided from the FTA through the NCDOT-PTD to the MPO (80% from FTA, 10% from NCDOT-PTD, and 10% local match).

**5303 BGMPO Total**  
**Federal (80%)** \$20,000  
**State (10%)** \$2,500  
**Local (10%)** \$2,500  
**Total Sect. 5303** \$25,000

**Section 5307** funds can be used for transit planning as well as other related purposes, and are distributed by formula by FTA. Transit providers are eligible to use Section 5307 funds from the FTA for assistance on a wide range of planning activities. These planning funds require a 20% local match.

**5307 BGMPO Total**  
**Federal (80%)** \$120,000  
**Local (20%)** \$30,000  
**Total Sect. 5307** \$150,000

### Public Involvement and Title VI

Federal legislation requires MPOs to include provisions in the planning process to ensure the involvement of the public in the development of transportation plans and programs including the MTP, the short-term MTIP, and the annual UPWP. Emphasis is placed on broadening participation in transportation planning to include key stakeholders who have not traditionally been involved, including the business community, members of the public, community groups, and other governmental agencies. Effective public involvement will result in opportunities for the public to participate in the planning process.

Public input into this document was achieved in accordance with the adopted Public Participation Plan of the BGMPO. TCC and TAC members were requested to provide project submittals for consideration. The draft document was also published on the BGMPO website at <http://www.bgmipo.org>. The availability of the document will also be noted in the legal advertisement section posted in the local paper.

### Certification of MPO Transportation Planning Process

As part of the annual UPWP adoption process, the MPO is required to certify that it adheres to the 3-C transportation planning process. The certification resolution is included as part of this work program.

BGMPO Administration and Management

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UPWP Work Items

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**II-A Data and Planning Support**

**Objective:** To monitor travel and development patterns in order to determine growth areas and identify potential transportation/congestion management issues and intermodal linkages.

**Programmed Amount: \$31,289**

**6.45% Staff Budget**

- II-A-1 (Traffic Volume Counts) Traffic data is needed for continuous and on-going MPO planning activities. The MPO will assist the Burlington Traffic Signal Division with annual intersection counts for maintenance and monitoring of the computerized signal system. Burlington City Staff will coordinate with NCDOT local Division staff. Will deliver intersection counts to TPD Coordinator. Counts will include single street tube counts, intersection turning movement and ADT counts as needed.
- II-A-1 (Street System Change) As development continues and area boundaries modify the MPO will evaluate the street network for changes or revisions to the CTP and/or MPO planning activities. This evaluation will include maintenance and inventory of the signals and design of the street system. Review construction project schedules for completion dates and upcoming system changes. Also coordinate with NCDOT for Functional Class revisions.
- II-A-1 (Traffic Accidents) Monitor data / provide to TCC and public. Use NCDOT Crash Data as needed for planning studies and local area high accident location.
- II-A-1 (Transit System Data) Short-range and mid-range transit planning efforts will be conducted by the MPO in cooperation with regional transit providers Piedmont Authority for Regional Transportation and Triangle Transit. Data will continue to be collected to inform various transit planning efforts in the region, including the Metropolitan Transportation Plan, Transit Systems Plan, and local implementation planning efforts. This could include the evaluation of transit service performance, development of cross-regional route(s), universities/college route(s) and urban service routes that extend beyond the boundaries of the general BGMPO area. Transit partners/operators will identify strengths and weaknesses of service by route in order to assess service barriers and future options. Information will be used to monitor service and meet NCDOT and FTA reporting requirements. The MPO will continue to assist and support the transit planning and administration of the Link fixed route system.
- II-A-1 (Mapping) The MPO and Burlington GIS work together to create and maintain GIS mapping of MAB, UAB, TAZ and Census data maps for the MPO. Mapping for the Triad Regional Model and TIP project mapping will be developed. CTP mapping will also be updated. Annual and on-going task.
- II-A-1 (Bicycle & Pedestrian Inventory) Assist with local bike and pedestrian improvement projects. Identify grant programs for MPO members to participate/apply.
- II-A-2 Travelers and Behavior**
- Objective:** To improve the quality of transportation plans and other planning endeavors in the BGMPO planning area through ongoing collection and maintenance of data related to existing and proposed land uses and evolving socioeconomic conditions affecting transportation planning.
- II-A-2 (DU/Population & Employment Changes) If Needed - Review land use and zoning petitions as requested. Coordinate with the US Census Bureau, as well as other agencies to review, analyze confirm, and distribute information collected from the 2010 Census data as it is available needed for

transportation planning efforts. Annual maintenance from building permit data and annexation. Monitor for any revisions to land use or travel models in the MPO area.

- II-A-2 (Collection of Base Year Data) Monitor changes that are related to planning tasks within the MPO planning boundary. Compare existing characteristics with projections to anticipate planning needs and activities. Continue to build and maintain a data repository of information to support local and regional transportation efforts. This task is also supported by the Piedmont Triad Regional Travel Model process via the Piedmont Authority for Regional Transportation (PART). Building permits and annexation information is updated and sent to PART for model update. Evaluate by TAZ if needed to determine population, housing density, employment, etc. CTP update will be updated with new data.
- II-A-2 (Travel Surveys) Previous data from the Piedmont Travel Survey will be used. This task also is shared with PART and Triad MPO's. Provides origin and destination data and what other modes of travel are used (if any).
- II-A-2 (Collection of Network Data) The MPO will monitor roadway corridors and intersection improvements not included in base travel demand model network. Activities related to the MTP Update completed in prior work plan. CTP update will required network data.
- II-A-2 (Travel Time Studies) This task also is shared with PART and Triad MPO's. Provides origin and destination data and what other modes of travel are used (if any).
- II-A-2 (Capacity Deficiency Analysis) Work with traffic forecast and current traffic counts to evaluate LOS and V/C ratios for local roadways. This data will assist in the prioritization of transportation improvements in the area, and will be used to develop problem statements for priority projects. Use of Triad Model with this task.
- II-A-3 Transportation Modeling
  - Objective: To assist in maintaining the Piedmont Triad Regional Model (PTRM) for the BGMPO planning area that provides capacity to perform simulations and scenario planning on a continuing basis for examining localized modeling for traffic activity within the BGMPO planning area.
  - II-A-3 (Travel Model Update) The MPO will continue to coordinate with the NCDOT, PART and local MPO's to enhance and develop the regional travel model. The transportation model, including assisting in assessment of quality of transportation modeling databases and planning tasks to be completed for the Long Range Transportation Plan update. The MPO will utilize the updated regional model in cooperation with all model team members. Continuous Work with the PTRM team, PART and TPB to meet the needs of the Triad Regional Model. Provide staff support and financial resources for model maintenance. Monitor model coding and network for updates. Consultants may be contracted to provide additional model support during the year. This task is shared by all Triad MPO's and PART staff.
  - II-A-3 (Forecast of Future Travel Patterns) Review TIA documents for development and create travel pattern assumptions based on growth and development of urban area. Testing of alternative/future travel patterns is also an element in the Regional Model and CTP Update task.
  - II-A-3 (Financial Planning) Update and adjust cost estimates on local projects as needed. The MPO will develop realistic, best estimates of funding sources available and project cost estimates throughout

## BGMPO Unified Planning Work Program

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the forecast years for the next MTP/CTP and other pertinent planning efforts. Evaluate and discuss alternative project financing for local and state projects. Monitor and adjust cost estimates prepared for MTP Horizon Year tables.

### II-B Planning Process

**Objective:** To plan for efficient movement of people and goods through linkages between modes of transportation; to examine transportation system deficiencies and determine areas of congestion (incident and recurring) throughout the urban area, which may be reduced by congestion management techniques and strategies, making more efficient use of the existing transportation system including times of emergencies to include improvements in the City of Burlington signal system.

**Programmed Amount: \$267,287**

**55.10% Staff Budget**

- II-B-1 (Air Quality Planning / Conformity Analysis) Monitor regulatory agencies and review proposed standards - in combination with the Triad Modeling effort. The MPO staff also monitored state and federal air quality regulations and their relationship to the Travel Demand Model process. Participation on the Triad Interagency Coordination Team and consultation process.
- II-B-1 (Freight Movement / Mobility) Regional Freight Study that the MPO will use to better integrate freight and goods movement into the regional transportation planning process. Freight policies, strategies, and projects specific to BGMPO region identified in the study will be incorporated into the next update of the MTP and MTIP. Additional freight study tasks will be conducted in the Triad via a partnership of MPO and NCDOT staff. Freight deficiencies and improvement strategies will be developed. This work is also associated with the Model Development work task.

### II-B-2 Regional Planning

- Objective:** To increase public awareness and implement the shared vision of the BGMPO planning area in 2045, particularly focused on enhancement of identified multimodal corridors and systems.
- II-B-2 (Community Goals & Objectives) - Conduct open TCC and TAC meetings to allow public input and community involvement. The MPO will work with member agencies and the public to gather community input on the region's transportation goals and objectives for all modes.
- II-B-2 (Highway Element of the MTP) - Continue update of traffic data for MTP/CTP and Travel Model. Incorporate the Comprehensive Transportation Plan mapping and descriptions.
- II-B-2 (Transit Element of the MTP) - Collect, analyze and store data necessary for conducting a viable transit planning process. Coordinate local and regional transit planning activities, and encourage citizen knowledge and awareness of public and private transit services.
- II-B-2 (Bike & Ped Element of the MTP) - Work with MPO partners to update Bike & Pedestrian Maps as needed. Work with MPO partners to consider local bike and pedestrian plans for future adoption. CTP element will be updated.

### II-B-3 Special Studies

**Objective:** To examine specific projects involving multimodal issues and linkages with land use, as well as factors that affect future growth patterns, economic development, community design, and impacts on the transportation systems.



II-B-3 The MPO will use its transportation planning consultants to assist the MPO staff with planning tasks on an as-needed basis. (Ongoing throughout Fiscal Year). TCC will identify functional design and corridor studies to conduct via a consultant. Three to four studies are anticipated pending TAC approval. Studies are planned for ACTA, Alamance County and the Town of Green Level at this time. New studies/plans for FY2018 will be selected by TAC during the year.

**III-A Planning Work Program**

**Objective:** To maintain the current UPWP and develop a Unified Planning Work Program for the 2018-19 fiscal year.

**Programmed Amount: \$24,254**

**5.00% Staff Budget**

III-A-1 (Planning Work Program) Monthly and quarterly reporting systems for the City of Burlington as LPA and NCDOT. MPO staff will continue to evaluate, administer, and amend the FY 2018-19 UPWP as necessary, and will develop quarterly reports to NCDOT for reimbursement of planning funds. Develop DRAFT UPWP. Present to TCC and TAC for review and adoption. Process UPWP amendments and prepare resolutions as needed.

**III-B Transportation Improvement Program**

**Objective:** To maintain the Transportation Improvement Program (TIP) through appropriate revisions as needed through the Strategic Prioritization Process; to develop the Metropolitan Transportation Improvement Program (MTIP) with a comprehensive update for adaption every five years.

**Programmed Amount: \$33,957**

**7.00% Staff Budget**

III-B-1 (Prioritization/Transportation Improvement Program) Continue to refine the previous year TIP based on NCDOT program changes, satisfying FAST requirements (SPOT, STI, etc.). Prepare and process changes or amendments necessary. Develop the annual unfunded projects list and collect data and mapping for SPOT online submittals. Staff will participate as necessary in workshops, training, and meetings regarding the NCDOT prioritization process (Ongoing throughout fiscal year) Monitor MTIP and CTP and present new TIP when released from NCDOT.

**III-C Civil Rights Compliance / Other Regulations**

**Objective:** To continue active citizen education, participation and underrepresented populations involvement in all aspects of the BGMPO planning process.

**Programmed Amount: \$24,740**

**5.10% Staff Budget**

III-C-1 (Civil Rights Compliance) (Title VI) The MPO will annually adopt certifications and assurances to conform to the state and federal Title VI regulations. The MPO complaint process and the access to information will be monitored for update. MPO staff will work with NCDOT's Office of Civil Rights and Business Opportunity and Workforce Development Office (BOWD) and all member governments to ensure that MPO projects and programs meet the intent of all applicable Title VI legislation. This work task also associated with Community Goals and Objectives.

III-C-2 (Environmental Justice) Review and monitor public participation process for environmental justice populations. Evaluate Public Participation Plan for updates or improvements. Public Participation Plan and Title VI policies updated in previous year. Continue distribution of meeting notifications and MPO programs via local media and agencies.

III-C-3 (Minority Business / MBE) If Needed – existing city policy and MPO actions encourage minority and DBE involvement with MPO programs.

## BGMPO Unified Planning Work Program

III-C-6 (Public Involvement) The MPO will provide requested information to the public, government agencies and elected officials; increase public awareness of the MPO and its role; increase the opportunities for public involvement. To increase public participation in the metropolitan transportation planning process, especially from those segments of the population that are considered to be traditionally underserved. Through a comprehensive public outreach program, local residents are encouraged to participate in the process by learning more about planning and providing feedback. A diverse set of activities for outreach and communication to local citizens; web site, project development, media relations, education, etc. Each TCC and TAC meeting provide for public comment at the beginning of the meeting agenda. Agendas and other MPO materials are/being translated to Spanish versions.

### **III-D Statewide and Extra-Regional Planning**

**Objective:** To assist with statewide and regional transportation and related planning efforts. To foster better coordination of planning efforts across jurisdictional boundaries, promote better informed decision-making by staff and policy makers, and better-informed citizens. To support implementation of the current BGMPO Long Range Metropolitan Transportation Plan by encouraging growth patterns and community design to lessen adverse impacts of growth on the state and regional transportation system.

**Programmed Amount: \$19,404**

**4.00% Staff Budget**

III-D-1 (Regional & Statewide Studies) Provide guidance and expertise on the variables and characteristics that contribute toward enhancing the experience of people using various transportation modes, and embracing the concept of moving people, not just highway. (Ongoing) Coordination with Triad and Triangle MPO's on various transportation planning programs/air quality and TIP planning. Off model tasks needed for the Regional Travel Model maintenance.

### **III-E Management Operations / Program Support Admin.**

**Objective:** To effectively and efficiently administer and manage initiatives of the MPO TCC and TAC and their various advisory committees and subcommittees; to ensure compliance with federal and state requirements; coordination of MPO activities; with those of all local and state agencies/governments; documentation of MPO activities and to ensure staff has adequate training and resources to conduct these activities.

**Programmed Amount: \$84,165**

**17.35% Staff Budget**

III-E (Incidental Planning & Project Development / Operations)  
Complete activities that guide and effectively manage the tasks in the Unified Planning Work Program (UPWP), to maintain an effective and efficient continuing, cooperative and comprehensive (3-C) transportation planning process, and to meet the needs of the member local governments and all federal and state requirements. Maintain MPO operations for all member jurisdictions. Serve as resource agency for transportation planning technical assistance. Monitor of state and federal transportation legislation, prepare grant applications for members, and make MPO planning presentations to local agencies. Transit planning tasks continue to increase and the MPO will be the lead agency for urban transit planning activities in the area. Additional staff time and expertise will be necessary as transit activities increase. Attend meetings and provide technical review for transportation planning items. Plan and conduct all TCC and TAC meetings, staff development and training and acquire necessary tools and certifications for the LPA to provide the continuous transportation planning process.

## **Appendix 1. Explanation of Funding Sources in the UPWP**

### **Overview**

There are four major funding sources that make up the UPWP. All four of these sources come from the federal government and involve either local or state matching funds. The disbursement of all the funds is managed by the North Carolina Department of Transportation. All three of the funding sources are displayed in the UPWP that is approved by the Burlington Graham MPO.

### **Metropolitan Planning Funds**

Commonly known as "PL" (short for Public Law) funds, these funds are the primary source of funding for MPO Planning and Administration. The MPO Lead Planning Agency and MPO staff administer the funds. The Federal Highway Administration provides 80% of the funding, and City of Burlington provides the 20% local match. In some cases, funds are sub-allocated to other agencies to perform special studies. This is not a grant program, but rather a reimbursement program. In other words, valid expenditures for transportation planning are reimbursed at a rate of 80%. The MPO Staff submits quarterly invoices to the NCDOT for reimbursement.

The MPO uses the PL funds to carry out tasks identified in the Planning Work Program. Some of the funds are used to pay staff salaries for time spent on transportation planning activities and for administration of the MPO. Some of the funds are used to pay outside consultants for special planning studies. All planning activities and special studies conducted during the year must be a part of the approved Planning Work Program. Occasionally funds are reimbursed to other local agencies that complete tasks identified in the PWP.

### **State Planning and Research (SPR) Funds**

Known as SPR funds, these funds are administered by the North Carolina Department of Transportation, Transportation Planning Branch. The funds are primarily used to pay NCDOT staff salaries for time spent on transportation planning for the Burlington Graham area. The Federal Highway Administration provides 80% of the funds, and the State of North Carolina provides the remaining 20%. These are not shown as part of the UPWP.

### **Section 5303 Funds**

These are funds from the Federal Transit Administration (FTA) that are designated exclusively for transit planning. The funds are currently administered by the City of Burlington. The funds are primarily used to pay staff salaries for time spent on transit planning. The FTA provides 80% of the funds. The state provides 10% and the City of Burlington provides 10%.

### **Section 5307 Funds**

These are funds from the Federal Transit Administration (FTA) that are designated exclusively for transit planning. The funds are currently administered by the City of Burlington. The funds are primarily used to pay staff salaries for time spent on transit planning. The FTA provides 80% of the funds. The state provides 10% and the City of Burlington provides 10%.

**FY 2018 - 2019  
Funding Allocation**

**Total Funds**

|                             |                      |
|-----------------------------|----------------------|
| FY 2018 - 2019 PWP PL 104   | \$ 485,096.00        |
| Section 5303 Grant          | \$ 25,000.00         |
| Section 5307/Planning Funds | \$ 150,000.00        |
| <b>Total Grant Funds</b>    | <b>\$ 660,096.00</b> |

|                                   |                      |
|-----------------------------------|----------------------|
| <b>FY 2018-2019 PL Allocation</b> | <b>\$ 288,076.00</b> |
| <b>Un-Obligated PL Funds</b>      | <b>\$ 100,000.00</b> |
| PL Local Match                    | \$ 97,019.00         |
| Section 5303 Grant                | \$ 22,500.00         |
| Section 5303 Local Match          | \$ 2,500.00          |
| Section 5307 Federal Grant        | \$ 120,000.00        |
| Section 5307 Local Match          | \$ 30,000.00         |
| <b>Total BGMPO Budget</b>         | <b>\$ 660,095.00</b> |

**Local Match Breakdown**

|                                 |                      |
|---------------------------------|----------------------|
| PL Grant (20%)                  | \$ 97,019.00         |
| Section 5303 Grant (10%)        | \$ 2,500.00          |
| Section 5307 Grant (20%)        | \$ 30,000.00         |
| <b>Total Local Match by LPA</b> | <b>\$ 129,519.00</b> |

**RESOLUTION CONFIRMING TRANSPORTATION PLANNING PROCESS**

RESOLUTION CERTIFYING THE Burlington – Graham METROPOLITAN PLANNING ORGANIZATION’S TRANSPORTATION PLANNING PROCESS FOR FY 2018-2019

WHEREAS, the Transportation Advisory Committee has found that the Metropolitan Planning Organization is conducting transportation planning in a continuous, cooperative, and comprehensive manner in accordance with 23 U.S.C. 134 and 49 U.S.C. 1607;

WHEREAS, the Transportation Advisory Committee has found the transportation planning process to be in compliance with Sections 174 and 176 (c) and (d) of the Clean Air Act (42 U.S.C. 7504, 7506 (c) and (d). **(for nonattainment and maintenance areas only)**)

WHEREAS, the Transportation Advisory Committee has found the Transportation Planning Process to be in full compliance with Title VI of the Civil Rights Act of 1964 and the Title VI Assurance executed by each State under 23 U.S.C. 324 and 29 U.S.C. 794;

WHEREAS, the Transportation Advisory Committee has considered how the Transportation Planning Process will affect the involvement of Disadvantaged Business Enterprises in the FHWA and the FTA funded planning projects (Section 1003(b) of ISTEA of 1991 (Pub. L. 102-240), Sec. 105(f), Pub. L. 97-424, 96 Stat. 2100, 49 CFR part 23);

WHEREAS, the Transportation Advisory Committee has considered how the Transportation Planning Process will affect the elderly and the disabled per the provision of the Americans With Disabilities Act of 1990 (Pub. L. 101-336, 104 Stat. 327, as amended) and the U.S. DOT implementing regulations (49 CFR parts 27, 37, and 38);

WHEREAS, the Transportation Plan has a planning horizon year of 2040, and meets all the requirements for an adequate Transportation Plan,

NOW THEREFORE, be it resolved that the Burlington - Graham Urban Area Transportation Advisory Committee certifies the transportation planning process for the Burlington -Graham Metropolitan Planning Organization on this the 16th day of January, 2018.

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Chair, Transportation Advisory Committee  
Leonard Williams

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Clerk/Secretary/Planner  
Wannetta Mallette

**RESOLUTION**

**APPROVING THE FY 2018 - 2019 PLANNING WORK PROGRAM  
OF THE BURLINGTON-GRAHAM URBAN AREA.**

A motion was made by TAC Member \_\_\_\_\_ and seconded by TAC Member \_\_\_\_\_ for the adoption of the following resolution, and upon being put to a vote was duly adopted.

WHEREAS, a comprehensive and continuing transportation planning program must be carried out cooperatively in order to ensure that funds for transportation projects are effectively allocated to the Burlington-Graham Urban Area;

WHEREAS, the City of Burlington has been designated as the recipient of Federal Transit Administration Metropolitan Planning Program (Section 5303) funds;

WHEREAS, members of the Burlington-Graham Transportation Advisory Committee agree that the Planning Work Program will effectively advance transportation planning for FY 2018-2019;

NOW, THEREFORE, be it resolved that the Transportation Advisory Committee hereby endorses the FY 2018-2019 Planning Work Program for the Burlington-Graham Urban Area.



I, \_\_\_\_\_, Chairman of the Burlington-Graham Transportation Advisory Committee do hereby certify that the above is a true and correct copy of an excerpt from the minutes of a meeting of the Burlington-Graham Urban Area Transportation Advisory Committee, duly held on the 16th day of January 2018.

\_\_\_\_\_  
Leonard Williams, Chairman  
Transportation Advisory Committee



Subscribed and sworn to me this \_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Notary Public

My commission expires \_\_\_\_\_.

**BURLINGTON-GRAHAM  
METROPOLITAN PLANNING ORGANIZATION  
METHODOLOGY FOR IDENTIFYING AND RANKING NEW  
TRANSPORTATION IMPROVEMENT PROGRAM  
PROJECT REQUESTS**

**Introduction**

NCDOT developed project prioritization as a collaborative, data-driven, approval process for the State Transportation Improvement Program (STIP) in 2009. Significant changes were made to the process prompted by House Bill 817 also known as the Strategic Transportation Investments (STI). The bill established funding tiers (Statewide, Regional, and Division) and allocations across all modes. The outcome of the STI process is the draft State Transportation Improvement Program (STIP). The STI legislation applies uniformly across the state regardless of the boundaries of MPOs. STI requires Metropolitan Planning Organizations (MPOs) to develop and adopt a local project ranking process for all modes of transportation. In 2017, NCDOT developed new standards based on the findings and recommendations in the Local Input Point Process Verification Report and observed best practices from Strategic Prioritization (SPOT) 3.0 and 4.0. SPOT 5.0 includes the creation of a NCDOT review process that ensures each MPO complies with developing a process for approving Local Input Point methodology used in prioritization. Each MPO must develop, adopt and implement a methodology that maintains criteria transparency, process documentation and maximizes the opportunity for public review and comment.

The Burlington-Graham Metropolitan Planning Organization (BGMPO) *Methodology for Identifying and Ranking TIP Project Requests* describes the processes that the BGMPO will follow to identify projects that will be submitted for evaluation to NCDOT during the NCDOT Strategic Prioritization Office of Transportation's (SPOT) Prioritization process. When the results of the SPOT Prioritization process are made available, the BGMPO will follow this Methodology to rank projects and assign Local Input Points to high priority projects. This Methodology is designed to address the federal requirement that the TIP be consistent with the projects and investment priorities of the MPO's MTP while being compatible with the state's STI process.

The BGMPO retains the authority to develop the TIP for the MPO area as required by federal regulations. Participation in the STI process through submitting projects for evaluation and/or allocating Local Input Points to projects does not require the MPO to include these projects in the TIP.

**Objective**

The Methodology described herein is designed to address multi-modal transportation needs, ensure regional balance, and prioritize projects that are needed based on technical criteria. The goal is to produce a project priority ranking which satisfies MPO goals, is simple enough for project-level analysis without requiring unnecessary data collection, and is understandable by the general public.

The BGMPO's Technical Advisory Committee (TAC) will use the methodology to generate a list of priority projects to submit to the NCDOT SPOT for quantitative scoring. While the methodology is designed to comprehensively address the BGMPO's transportation needs, there will always be factors that are not easily measured but should still be considered in the development of the BGMPO's priorities. The BGMPO TAC will make its recommendation for the prioritization of projects based on the methodology described in this document and in accordance with the BGMPO's adopted Public Involvement Policy.

**Description of Criteria and Weights**

NCDOT ranks projects based on two types of criteria: quantitative data - a data-driven, numerically-based measurement (i.e. accidents, congestion, safety, etc.) and, qualitative data - a non-numerically driven measurement. Examples of qualitative data include (but are not limited to):

- Local/regional plan consistency
- Multimodal accessibility
- Public input
- Local input points (or policy committee input)
- Connectivity/accessibility
- Economic development
- Environmental justice
- Land use and development support

NCDOT requires MPOs to use at least two criteria (with one being qualitative) when ranking projects. Statewide projects are only scored quantitatively, therefore local input is only provided for projects included at the regional and division levels (maximum of 100 points).

| Project Type          | Statewide  | Regional  | Division  |
|-----------------------|------------|-----------|-----------|
| Quantitative Scoring% | 100        | 70        | 50        |
| Local Input Scoring%  | <u>N/A</u> | <u>30</u> | <u>50</u> |
| Total Score           | 100        | 100       | 100       |

Highway Projects

Highway projects may be scored and funded by any of the three funding categories (Statewide, Regional, or Division). NCDOT has developed a different highway project scoring process for each of the three funding categories. The BGMPO will utilize the scoring processes developed by NCDOT to preliminarily rank projects to be submitted to NCDOT SPOT for evaluation. A project that is eligible for the Statewide funding category but is not funded under that category can cascade down to the Regional category for evaluation and possible funding. If the project is not funded under the Regional category, the project may cascade down to the Division category for evaluation and possible funding.

For Prioritization 5.0, Division 7 adopted a set of alternate criteria for highway projects (alternate criteria was not an option for non-highway projects). Those alternate criteria are shown below:

| Funding Category   | Quantitative Data  | Local Input    |           |
|--------------------|--|----------------|-----------|
|                    |  | Division Input | MPO Input |
| Statewide Mobility | <p><b>Benefit/Cost = 25%</b><br/>Measurement of travel time savings and safety benefits the project is expected to provide over 10 years compared to the cost of the project to NCDOT.</p> <p><b>Congestion = 30%</b><br/>Measurement of the Peak ADT traffic volume on the roadway compared to the existing capacity of the roadway, weighted by the total traffic volume along the roadway.<br/>•60% Existing Volume/Capacity Ratio •40% Existing Volume</p> <p><b>Economic Competitiveness = 10%</b><br/>Measurement of the estimated number of long-term jobs and the % change in economic activity within the county that the project is expected to provide over 10 years.</p> <p><b>Safety = 10%</b><br/>Measurement of the number, severity, and density of crashes along the roadway and calculate future safety benefits.</p> <p><b>Freight = 25%</b><br/>Measurement of existing truck volume and whether or not the roadway is part of a future interstate highway.</p> <p><b>Total = 100%</b></p> | N/A            | N/A       |



| Funding Category                 | Quantitative Data   | Local Input    |           |
|----------------------------------|---|----------------|-----------|
|                                  |   | Division Input | MPO Input |
| <b>Regional Impact</b>           | <b>Benefit/Cost = 20%</b><br>Measurement of travel time savings and safety benefits the project is expected to provide over 10 years compared to the cost of the project to NCDOT.<br><b>Congestion = 20%</b><br>Measurement of the Peak ADT traffic volume on the roadway compared to the existing capacity of the roadway, weighted by the total traffic volume along the roadway. • 80% Existing Volume/<br>Capacity Ratio • 20% Existing Volume<br><b>Safety = 10%</b><br>Measurement of the number, severity, and density of crashes along the roadway and calculate future safety benefits.<br><b>Accessibility/Connectivity = 10%</b><br>Measurement of county economic distress indicators and whether the project upgrades how the roadway functions. Goal of improving access to opportunity in rural and less-affluent areas and improving interconnectivity of the transportation network.<br><b>Freight = 10%</b><br>Measurement of existing truck volume and whether or not the roadway is part of a future interstate highway.<br><b>Total = 70% (Division and Local Input Points account for remaining 30%)</b> | 15%            | 15%       |
| <b>Division Needs Division 7</b> | <b>Benefit/Cost = 15%</b><br>Measurement of travel time savings and safety benefits the project is expected to provide over 10 years compared to the cost of the project to NCDOT.<br><b>Congestion = 15%</b><br>Measurement of the Peak ADT traffic volume on the roadway compared to the existing capacity of the roadway.<br><b>Safety = 15%</b><br>Measurement of the number, severity, and frequency of crashes along the roadway.<br><b>Accessibility/Connectivity = 5%</b><br>Measurement of county economic distress indicators and whether the project upgrades how the roadway functions. Goal of improving access to opportunity in rural and less-affluent areas and improving interconnectivity of the transportation network.<br><b>Total = 50% (Division and Local Input Points account for remaining 50%)</b>   | 25%            | 25%       |

### Public Transportation Projects

Public Transportation projects may be scored and funded within the Regional or Division funding categories. Different types of public transportation projects (vehicle, passenger facility, administrative/maintenance/operations facility, and fixed guideway) have different scoring processes for the Regional and Division categories.

### Public Transit Scoring (Demand Response)

| Funding Category       | Quantitative Data  | Local Input    |           |
|------------------------|--|----------------|-----------|
|                        |  | Division Input | MPO Input |
| <b>Regional Impact</b> | <b>Cost Effectiveness = 25%</b><br>Measurement of the total projected passenger trips compared to the cost of the project to the state and lifespan of the project.<br><b>Demand/Density = 20%</b><br>Measurement of the number of service hours devoted to the project compared to the service population.<br><b>Efficiency = 15%</b><br>Measurement of the vehicle utilization ratio.<br><b>Impact = 10%</b><br>Measurement of the number trips affected by the project.<br><b>Total = 70% (Division and Local Input Points account for remaining 30%)</b> | 15%            | 15%       |

| Funding Category | Quantitative Data   | Local Input    |           |
|------------------|---|----------------|-----------|
|                  |   | Division Input | MPO Input |
| Division Needs   | <p><b>Cost Effectiveness = 15%</b><br/>Measurement of the total projected passenger trips compared to the cost of the project to the state and lifespan of the project.</p> <p><b>Demand/Density = 15%</b><br/>Measurement of the number of service hours devoted to the project compared to the service population.</p> <p><b>Efficiency = 10%</b><br/>Measurement of the vehicle utilization ratio.</p> <p><b>Impact = 10%</b><br/>Measurement of the number trips affected by the project.</p> <p><b>Total = 50% (Division and Local Input Points account for remaining 30%)</b></p> | 25%            | 25%       |

**Public Transit Scoring (Facilities)**

|                 |  |     |     |
|-----------------|--|-----|-----|
| Regional Impact | <p><b>Cost Effectiveness = 25%</b><br/>Measurement of the total projected passenger trips compared to the cost of the project to the state and lifespan of the project.</p> <p><b>Impact = 20%</b><br/>Measurement of the number trips affected by the project.</p> <p><b>Efficiency = 15%</b><br/>Measurement of efficiency of the project.</p> <p><b>Demand/Density = 10%</b><br/>Measurement of the ridership growth trend for the previous five years.</p> <p><b>Total = 70% (Division and Local Input Points account for remaining 30%)</b></p> | 15% | 15% |
| Division Needs  | <p><b>Cost Effectiveness = 15%</b><br/>Measurement of the total projected passenger trips compared to the cost of the project to the state and lifespan of the project.</p> <p><b>Impact = 15%</b><br/>Measurement of the number trips affected by the project.</p> <p><b>Demand/Density = 10%</b><br/>Measurement of the ridership growth trend for the previous five years.</p> <p><b>Efficiency = 10%</b><br/>Measurement of efficiency of the project.</p> <p><b>Total = 50% (Division and Local Input Points account for remaining 50%)</b></p> | 25% | 25% |

**Public Transit Scoring (Mobility)**

| Funding Category | Quantitative Data   | Local Input    |           |
|------------------|---|----------------|-----------|
|                  |   | Division Input | MPO Input |
| Regional Impact  | <p><b>Cost Effectiveness = 25%</b><br/>Measurement of the total projected passenger trips compared to the cost of the project to the state and lifespan of the project.</p> <p><b>Demand/Density = 20%</b><br/>Measurement of the number of total trips as a percentage of the service population.</p> <p><b>Impact = 15%</b><br/>Number of trips affected by the project.</p> <p><b>Efficiency = 10%</b><br/>Total number of trips as a ratio of the total revenue seat hours.</p> <p><b>Total = 70% (Division and Local Input Points account for remaining 30%)</b></p> | 15%            | 15%       |
| Division Needs   | <p><b>Cost Effectiveness = 20%</b><br/>Measurement of the total projected passenger trips compared to the cost of the project to the state and lifespan of the project.</p> <p><b>Demand/Density = 10%</b><br/>Measurement of the number of total trips as a percentage of the service population.</p> <p><b>Impact = 10%</b><br/>Number of trips affected by the project.</p> <p><b>Efficiency = 10%</b><br/>Total number of trips as a ratio of the total revenue seat hours.</p> <p><b>Total = 50% (Division and Local Input Points account for remaining 50%)</b></p> | 25%            | 25%       |

**Bicycle and Pedestrian (Non-Highway) Projects**

Bicycle and pedestrian projects are scored and funded within the Division Needs funding category; therefore NCDOT utilizes only one scoring process for bicycle and pedestrian projects. BGMPO will utilize the scoring processes developed by NCDOT to preliminarily rank projects to be submitted to NCDOT SPOT for evaluation.

The NCDOT SPOT process limits the number of projects that MPOs may submit. In the event that more new project requests are received than the MPO can submit, the BGMPO will apply the scoring criteria developed by the NCDOT that reflect the SPOT 5.0 Workgroup recommendations that were submitted to the NCDOT Board of Transportation in June 2017. This will provide a set of preliminary scores that can be used to rank projects.

| Funding Category | Quantitative Data   | Local Input    |           |
|------------------|---|----------------|-----------|
|                  |   | Division Input | MPO Input |
| Division Needs   | <p><b>Safety = 15%</b><br/>Measurement of number of bicycle and/or pedestrian crashes, speed limit, and safety benefits to determine adequacy of safety for users of the project.</p> <p><b>Access = 10%</b><br/>Measurement of the quantity and significance of destinations associated with the project as well as the distance to the primary destination.</p> <p><b>Demand = 10%</b><br/>Measurement of the density of population and employment within a walkable or bike-able distance of the project.</p> <p><b>Connectivity = 10%</b><br/>Measurement of the degree of bike/ped separation from the roadway, whether or not the project is part of or a connection to a national, state, or regional bike route, and connectivity to a similar or better project type.</p> <p><b>Cost Effectiveness = 5%</b><br/>Measurement of combined user benefits of Safety, Access, Demand, and Connectivity criteria compared to the cost of the project to NCDOT.</p> <p><b>Total = 50% (Division and Local Input Points account for remaining 50%)</b></p> | 25%            | 25%       |

**Rail Projects**

Rail projects may be scored and funded within any of the three funding categories (Statewide, Regional, or Division). The MPO will coordinate closely with the NCDOT Rail Division on the identification, prioritization, and submission of rail projects. BGMPO will follow the criteria developed by the SPOT 5.0 Workgroup that were submitted to the NCDOT Board of Transportation in June 2017.

| Funding Category                          | Quantitative Data  | Local Input    |           |
|---|--|----------------|-----------|
|   |  | Division Input | MPO Input |
| Statewide Mobility (Class I Freight Only) | <p><b>Benefit-Cost = 35%</b><br/>Measurement of monetized benefits compared to the project cost to NCDOT.</p> <p><b>Safety = 30%</b><br/>Measurement of potentially hazardous rail crossings and other safety benefits.</p> <p><b>System Opportunities = 15%</b><br/>Measurement of accessibility and connectivity provided by the project, and connections to multimodal opportunities.</p> <p><b>Capacity and Diversion = 10%</b><br/>• Volume/Capacity = 75% • Highway Diversion = 25%</p> <p><b>Economic Competitiveness = 10%</b><br/>Measurement of economic benefits of the project.</p> <p><b>Total = 100%</b></p> | N/A            | N/A       |

|                               |  |            |            |
|-------------------------------|--|------------|------------|
| <p><b>Regional Impact</b></p> | <p><b>Benefit-Cost = 25%</b><br/> Measurement of monetized benefits compared to the project cost to NCDOT.<br/> <b>Safety = 15%</b><br/> Measurement of potentially hazardous rail crossings and other safety benefits.<br/> <b>System Opportunities = 10%</b><br/> Measurement of accessibility and connectivity provided by the project, and connections to multimodal opportunities.<br/> <b>Capacity and Diversion = 10%</b><br/> •Volume/Capacity = 75% •Highway Diversion = 25%<br/> <b>Economic Competitiveness = 10%</b><br/> Measurement of economic benefits of the project.<br/> <b>Total = 70% (Division and Local Input Points account for remaining 30%)</b></p> | <p>15%</p> | <p>15%</p> |
| <p><b>Division Needs</b></p>  | <p><b>System Opportunities = 15%</b><br/> Measurement of accessibility and connectivity provided by the project, and connections to multimodal opportunities.<br/> <b>Benefit-Cost = 10%</b><br/> Measurement of monetized benefits compared to the project cost to NCDOT.<br/> <b>Safety = 10%</b><br/> Measurement of potentially hazardous rail crossings and other safety benefits.<br/> <b>Capacity and Diversion = 10%</b><br/> •Volume/Capacity = 75% •Highway Diversion = 25%<br/> <b>Economic Competitiveness = 5%</b><br/> Measurement of economic benefits of the project<br/> <b>Total = 50% (Division and Local Input Points account for remaining 50%)</b></p>   | <p>25%</p> | <p>25%</p> |

**Total Score and Project Ranking Approach**

The process proposed for use by the BGMPO for SPOT 5.0 includes six key steps:

- 1) Identification of candidate projects
- 2) Evaluation of candidate projects
- 3) Submittal of candidate projects to NCDOT for prioritization scoring
- 4) Ranking and assignment of Local Input Points by the Technical Advisory Committee (TAC)
- 5) Public Involvement
- 6) Submittal of TAC approved project list to NCDOT

In order to meet the BGMPO scoring criteria and for the TAC, Technical Coordinating Committee (TCC), and general public to fully evaluate each project, candidate project submittals must include complete project descriptions, assurance of local contribution (if applicable), demonstrate local stakeholder support and consistency with local and regional comprehensive plans. The NCDOT SPOT process limits the number of projects that MPOs may submit. In the event that more new project requests are received than the MPO can submit, the BGMPO will apply the scoring criteria developed by the NCDOT that reflect the SPOT 5.0 Workgroup recommendations that were submitted to the NCDOT Board of Transportation in June 2017. This will provide a set of preliminary scores that can be used to rank projects.

Each MPO can submit up to 12 projects and one project per 500 centerline miles, in addition to one project per 50,000 in population within the MPO’s boundary. For SPOT 5.0, the BGMPO is eligible to submit up to 17 projects per mode (highway, public transportation, bicycle/pedestrian, aviation and rail) for evaluation and local ranking or resubmit Holding Tank projects. Holding Tank projects are projects categorized as Carryover from prior Prioritizations but were unfunded.

BGMPO staff reviews the candidate project list to ensure projects meet eligibility requirements and competitiveness based on the NCDOT prioritization process and criteria. The draft project submittal list is available for public review and presented to the TAC for approval and then entered into the SPOT system for scoring.

**Point Assignment Process**

The STI process is data driven to identify the most beneficial transportation projects within the MPO region. The Burlington-Graham MPO is allocated a total of 1,300 points to allocate to each Region and Division project. The final point assignment will be made by the BGMPO TAC after public review and recommendation by the TCC. The TAC will consider projects for local input point assignment based on the following criteria:

1. *Prioritization scoring results* – Candidate projects will be rank ordered based on their respective NCDOT prioritization scoring results.

2. *Consistency with local and regional plans* – Candidate projects must be consistent and included within locally adopted comprehensive plans and the adopted Comprehensive Transportation Plan (CTP) and the Metropolitan Transportation Plan (MTP).
3. *Public Involvement* – Consideration of public comments by the TAC before assigning local input points to the rank ordered project list.

The TAC will select the highest ranked seventeen (17) projects to assign maximum local points (100 points each) within the Region and Division level categories. Per the NCDOT and STI regulations, 1,300 points is available to assign to Region level projects and Division level projects.

The TAC may exercise its option of sharing or allocating unassigned local input points to increase the “scoring” of *regional* transportation projects (regional being more than one county) with an adjacent MPO. This process is accomplished via an informal agreement between the MPOs and notification to NCDOT.

### **Total Score and Project Ranking Approach**

The ranked list of the highest scoring projects will be submitted to NCDOT for further evaluation. Final project submittal will also occur via online process with NCDOT.

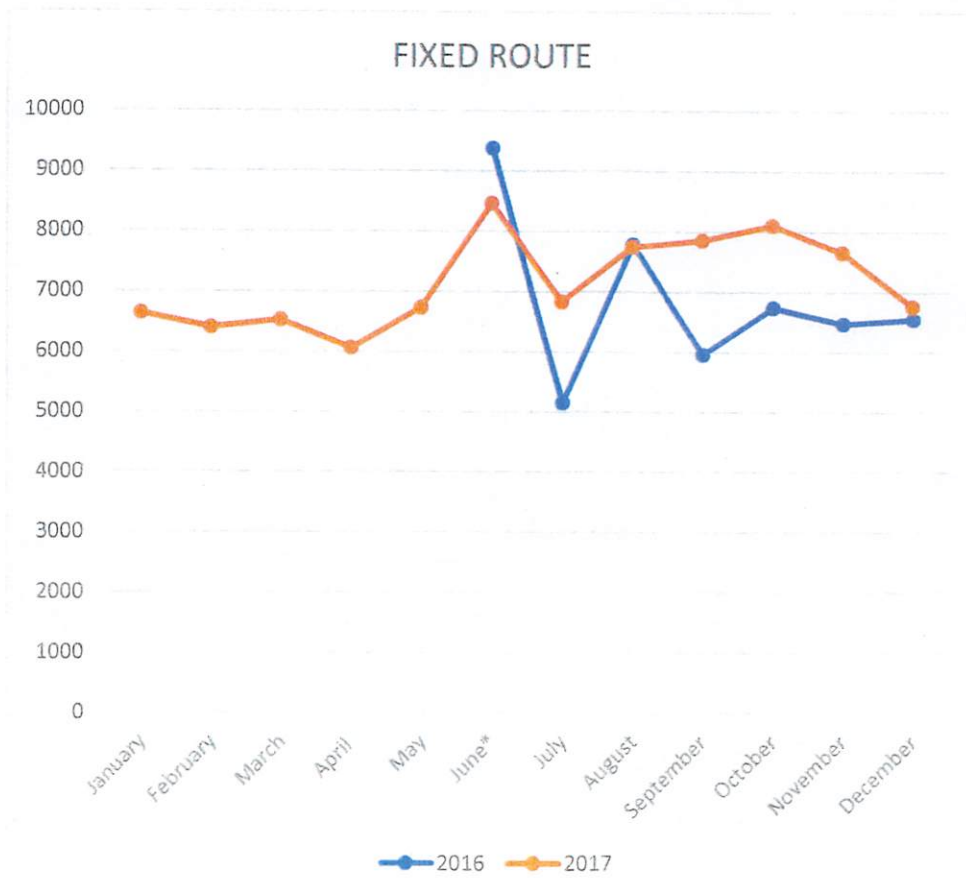
### **Material Sharing**

Any rationale for point assignments made by the TAC or via public input which deviate from this methodology will be placed on the BGMPO website. The public input process may be adjusted to meet NCDOT imposed deadlines or data requirements. The MPO will release the draft list of proposed STI projects and the proposed local ranking methodology for a public review and comment period according to the schedule below. The existing SPOT projects with the previous scores will also be included in the materials and available for review at the BGMPO office and posted on the BGMPO website at [www.bgmipo.org](http://www.bgmipo.org). The BGMPO will publish the information and announce a public meeting in the general circulation media outlets and also on the BGMPO website. All public comments received will be submitted to TAC for review and used in the selection of local projects to submit to the SPOT office for technical analysis and score development. A record of all public comments received (through the BGMPO website, public meetings, etc.) will be maintained through adoption of NCDOT’s Final STIP by the Board of Transportation.

### **Schedule and Public Outreach**

- January 2017- MPO initiates project submittal process
- February 28, 2017 – Pre-submittal Projects due to NCDOT
- June 29, 2017 - NCDOT Board of Transportation approves P5.0 criteria, measures, and weights
- July to September 2017 - SPOT Online opens for submitting new projects
- August 2017 – Existing Project Deletions and Modifications due to NCDOT
- August 31, 2017- Candidate project deadline for submittal to MPO for evaluation
- September 2017- MPO analysis and identify projects for submittal
- September 2017 - TAC review and approval of Draft List of Project Submittals
- September 2017 – Submit candidate projects to NCDOT for evaluation/ Deadline for Alternate Weights for Regional Impact and Division Needs scoring
- November 2017 – Public review of MPO project submittals
- December 1 to January 17, 2018 – TCC/TAC/Public review and approval of Local Input Point Methodology
- March 31, 2018 – Quantitative Scores and Draft list of Programmed Statewide Mobility Projects released
- April to June 2018 – Local Input Point Assignment Window for Regional projects
- May 16, 2018 – TAC approval of Regional Project List/results posted to BGMPO website for public comment
- August 2018 – Draft list of Programmed Regional Projects released
- September to October 2018 – Division Needs Local Input Point Assignment Window
- October 2018 – TAC approval of Division Needs Project List/results posted to MPO website for public comment
- January 2019 – Draft 2019 -2029 STIP released

| LINK TRANSIT FIXED ROUTE          | 2016         | 2017         | 2018 | 2019 | 2020 |
|-----------------------------------|--------------|--------------|------|------|------|
| January                           |              | 6643         |      |      |      |
| February                          |              | 6410         |      |      |      |
| March                             |              | 6528         |      |      |      |
| April                             |              | 6065         |      |      |      |
| May                               |              | 6734         |      |      |      |
| June*                             | 9377         | 8461         |      |      |      |
| July                              | 5145         | 6833         |      |      |      |
| August                            | 7779         | 7746         |      |      |      |
| September                         | 5961         | 7854         |      |      |      |
| October                           | 6743         | 8107         |      |      |      |
| November                          | 6479         | 7661         |      |      |      |
| December                          | 6550         | 6765         |      |      |      |
| <b>TOTAL</b>                      | <b>48034</b> | <b>85807</b> |      |      |      |
| <i>*June 2016 Fare Free Month</i> |              |              |      |      |      |
| <i>*June 2017 Fare Free Week</i>  |              |              |      |      |      |





## Piedmont Authority for Regional Transportation MPO Updates - January 2018

### PART Express Upcoming Changes – February 2018

In February, PART Express will implement two new changes:

**Saturday Service** – Route 1 Winston-Salem, Route 2 Greensboro, Route 3 High Point and the Airport Area Shuttles will begin Saturday service between the hours of 7am and 7pm. Saturday service will begin Saturday, February 3<sup>rd</sup>.

**Airport Area Shuttles** – The shuttle system will expand to five routes with one being dedicated to GSO airport. They will also operate on a fixed route during peak hours and demand-response during off-peak hours and on Saturdays. Changes to this service will begin Monday, February 5<sup>th</sup>.



Stay Connected with  
PART on Social Media!



#### Faces of PART



**James Davis**  
Operator of the Month

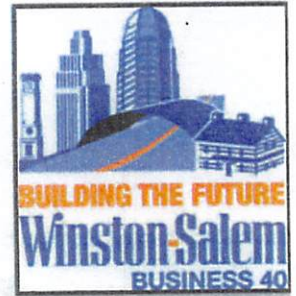
Congratulations to James Davis! James has been awarded the Operator of the Month award for his outstanding work with National Express and PART.



**PART Express ridership for  
November 2017 was 35,898.**

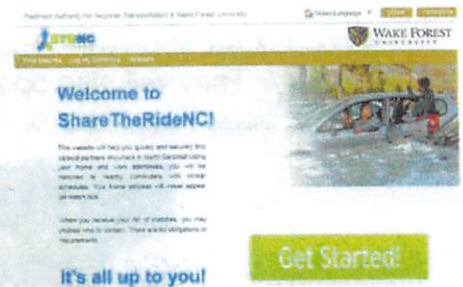
## Regional Planning

- Business 40 Mitigation Plan
  - Finalized and submitted to FHWA for Funding Request, Comments back on 1/12/18
  - Evaluated Wake Forest Baptist Hospital employee commuter patterns concerning transit and vanpool opportunities related to Business 40 Closure and long term related to space and congestion concerns.
- Piedmont Triad Regional Model Activities
  - Expanding SE Database by working with planning departments and MPOs
  - Worked with NCDOT to hire Transportation Modeling Analyst. A position funded by the NCDOT to enhance model activities locally.



## Commuter Resources / Transportation Demand Management

- Installing Telematics devices on Vanpool vehicles for activity tracking
- Increased vanpool leasing to Herbal Life
- Coordinating Vanpool/Carpool programs for Area Universities and Employers
  - Wake Forest University – Share the Ride Website Created
  - Wake Forest Baptist Medical Center



## Regional Marketing

- Davidson County Transportation System
  - Coordinating with DCTS on updated name/logo for marketing efforts
  - Advising on Bus Advertising with Streetlevel Media
- Researching Website Update Options
  - Developing a more mobile friendly design

| 2017 Marketing Statistics |  |                            |   |
|---------------------------|--|----------------------------|---|
| Facebook Fans<br>2,998    | Website Hits<br>87,195<br>(Up 54% over 2016) | Twitter Followers<br>2,125 | TransLoc Visitors<br>12,739<br>(Up 80% over 2016) |

## Piedmont Transit Resources

- Have questions about transportation? Need help planning your trip? Give Piedmont Transit Resources Call Center a call at 336-883-7278. Answering calls Monday-Friday 6:30am-8:00pm. Check out the new call center commercial on YouTube for more info!