

Capital District Transportation Committee
2014-16 Unified Planning Work Program

Progress Report
October 1, 2015 to March 31, 2016

Prepared by
Capital District Transportation Committee Staff

for
CDTC Policy Board Review and Approval

June 2016

SUMMARY OF KEY ACCOMPLISHMENTS DESCRIBED IN THE OCTOBER 1, 2015 – MARCH 31, 2016 PROGRESS REPORT PREPARED FOR CDTC'S PLANNING COMMITTEE

Some of the key accomplishments of CDTC's 2014-16 UPWP for the period beginning October 1, 2015 and ending March 31, 2016 include:

- Contractual arrangements with the Town of Colonie continued for the review of land development projects in the Airport and Boght areas of the Town. Since April, the staff completed seven new reviews and two supplemental reviews for previously reviewed projects. At the request of the Town, staff drafted preliminary analyses for two speculative projects near the airport.
- CDTC staff developed, tested and used a new project evaluation methodology for the 2016-2021 TIP update. The new methodology utilizes a point system within which 50% of the score is based on a quantitative benefit/cost ratio calculation and 50% is based on a qualitative merit score. The categories used in the merit score were derived from New Visions 2040.
- CDTC staff evaluated over 120 transportation projects that were candidates for addition to the 2016-2021 TIP. CDTC's Planning Committee and Policy Board approved the addition of 41 projects for inclusion in the Draft 2016-2021 TIP, released for public review on March 29, 2016.
- CDTC funded two new Linkage Program planning studies for the 2016-2017 Linkage Program. The studies are the Albany Shaker Road Corridor Study in the Town of Colonie (co-sponsored by Albany County) and the Freemans Bridge Road Complete Streets Feasibility Study & Policy in the Town of Glenville.
- Three new Linkage Studies hired consulting teams: the Stillwater Route 4 Zoning Changes and Design Standards, City of Albany Waterfront Multi-use Path Connection Feasibility Study, and the Schenectady Urban Bike Infrastructure Master Plan.
- CDTC staff finalized work on the Regional Freight & Goods Movement Plan, which was adopted by the Policy Board on March 29, 2016. CDTC undertook the Freight & Goods Movement Plan to better understand the role and profile of freight transportation throughout the region. This will contribute to making appropriate investments to support the efficiency and safety of goods movement.
- The Saratoga County Traffic Study was completed. CDTC staff served as project manager for this study. The primary purpose of this 18-month study is to evaluate traffic and other transportation concerns in the areas impacted by the development associated with the growth of the Luther Forest Technology Campus. CDTC prepared detailed traffic forecasts for two future growth scenarios for both the AM and PM peak hours using the CDTC STEP Model. Traffic forecasts to

evaluate the traffic impacts of an Exit 11A alternative were also prepared. Staff attended several meetings with the consultant team, including one Advisory Committee meeting and one public meeting. The Final report was published in February 2016.

- CDTC's Planning Committee has approved funding for Complete Streets training workshops in the City of Troy, Town of Malta, and Town of Niskayuna. CDTC staff has met with each of the awardees to begin coordinating the workshop logistics. It is anticipated the workshops will be held in spring 2016.
- Staff prepared for and participated in the FHWA and FTA certification review over three days in March.

CAPITAL DISTRICT TRANSPORTATION COMMITTEE PROGRESS REPORT

October 1, 2015 – March 31, 2016

**FHWA Metropolitan Planning Funds (PL)
FTA Project NY-80-X024 (2014-15)
FTA Project NY 80-X025 (2015-16)**

**FHWA STP Project Development
FHWA SHRP2
FHWA TCSP
SPR Funds**

Introduction

This report is submitted in compliance with Chapter II, Section B7B (2) of the External Operating Manual, Federal Transit Administration (FTA), U.S. Department of Transportation, Washington, D.C., August 1972, and Volume 1, Chapter II, Paragraph 42 of the Highway Planning Programming Manual.

Work Performed

The work described in this report was performed solely by the Capital District Transportation Committee Staff (CDTC) or by its consultants. This is a progress report that includes all work completed in the six month period beginning October 1, 2015 and ending March 31, 2016.

TASK 1.51 Committee Activities

Eight Planning Committee meetings were held during the reporting period. The Policy Board met twice and the Administrative & Financial Standing Subcommittee met twice. Issues discussed included whether to solicit for projects during the TIP Update; new Merit Evaluation criteria for the TIP selection process; targets for Beyond Preservation and Preservation funding; Complete Streets workshops, programming the TIP; cars parking in bus stops; cash flow; and staffing and salaries.

The Planning Committee approved seventeen TIP amendments and five UPWP amendments, as well as a Linkage Program solicitation; the Unified Planning Work Program progress report for the period April 1 2015 to September 30 2015; the 2016-2021 TIP update with approximately \$22M for State projects which the NYSDOT would program and \$22.67M for CDTC/NYSDOT to program both existing and new State and local projects and set asides; conducting a formal TIP project solicitation with staff evaluation of projects; returning with a subcommittee of the Planning Committee that will work with the CDTC staff to review the existing benefit-cost process with the

objective of improving the process; developing the TIP update with a target of October 2016 to complete the effort; automatically moving existing TIP projects for which no phase has been obligated onto the 2016-2021 TIP without further review; not programming RG39, RG102, RG116, RG124, RG125, and RG126 in the 2016-2021 TIP; replacing RG109, RG27, RG1, RG28, and RG31 with a new set-aside for Bus Rapid Transit at \$13.7M for five years and a new set-aside for Multimodal and TDM at \$3M for five years; funding RG103 for \$1M per year; creating a set-aside for \$1M per year for low volume bridges, large culverts, and roads projects on locally owned roads, where low volume is defined as AADT of 2,600 or less; seven existing projects described as Projects Not Considered that Must Be Considered; seven existing projects described as Minor Changes Not Yet Approved; new Linkage Program projects in Glenville and Albany County/Town of Colonie; the draft UPWP; the Regional Freight Plan; and the draft 2016-2021 TIP.

The Policy Board approved release of the Regional Freight Plan for a sixty day public review, nominations for Policy Board members and officers, release of the Draft 2016-21 Transportation Improvement Program for Public Review, the final Regional Freight & Goods Movement Plan, and the 2016-2018 Unified Planning Work Program

Five special presentations were made. John D. Bullough of the RPI Lighting Research presented on energy efficient highway lighting retrofits. Jennifer Ceponis of CDTC staff presented on the I-90 Electric Vehicle Plan. Peter Plumeau presented on the CDTC Regional Freight and Goods Movement Study. Dave Jukins of CDTC staff presented on the Local Bridge Preservation Assessment. Sam Zhou of NYSDOT presented on NYS DOT 2016 Capital Construction Projects.

TASK 1.61 Certification Review

The last required in-person Certification Review was successfully completed in March, 2016. The next formal USDOT review is scheduled to take place during the Spring of 2020. Self-certification will take place during the development of the 2018-22 TIP.

TASK 1.64 Americans with Disabilities Act (ADA) Compliance

CDTC's ADA Working Group held its third meeting in November, 2015. NYSDOT and FHWA staff attended the meeting to provide more information and guidance to working group members regarding transition plan development and pedestrian facility inventory methods. NYSDOT and FHWA have been working together to provide more information to local sponsors of federal aid projects regarding their responsibilities under Title II of the ADA. The group reviewed an example public notice and grievance procedure from the US Department of Justice. It was suggested that municipalities can act now to either initially establish or update an older transition plan by designating their ADA Coordinator, establishing Notice and Grievance Procedures, and describing the process and a schedule they will follow to complete the plan over time. The process for involving stakeholders and prioritizing needed improvements should be identified; the schedule would set out the timeline for completing the inventory and assessment of

pedestrian facility ADA compliance.

Staff will continue to make progress on the ongoing project to compile GIS data on existing presence/absence of sidewalks around the region, and on working group guided tasks. The next working group meeting will be held early during the next reporting period.

TASK 1.65 Unified Planning Work Program Development

Staff developed, updated, and revised the new 2016-18 UPWP. Some of the new initiatives that were added to this UPWP include:

- Regional Safety Plan development
- Implementing a new Project Delivery and Tracking system
- Additional data collection efforts
- Publication of an update Mohawk Hudson Bike-Hike Trail map

New tasks were also added for each of the 3 FHWA's and FTA's planning emphasis areas (PEAs):

Transition to Performance-based Planning and Programming – We are developing a new task which will compare CDTC's performance measures in New Visions 2040 with the current and future federal regulations, collect baseline data for our performance measures, develop performance targets, develop a system to track targets, and develop reports to be submitted to the Planning Committee and Policy Board.

Models of Regional Planning Cooperation – Our work within NYSAMPO, the NYSAMPO Working Groups, and the Shared Cost Initiatives already address this PEA. In the new UPWP we agreed with other NYSAMPO members to expand our integrated training efforts.

Ladders of Opportunity – Access to Essential Services. We will develop and implement analytical methods to identify gaps in the connectivity of the transportation system, and will suggest infrastructure and operational solutions that could provide traditionally underserved populations access to essential services. We will also create a document outlining the gap analysis and suggested solutions as well as related accomplishments performed under other related tasks.

In addition to adding the above tasks into the new UPWP, we removed or decreased the funding for several completed tasks. They include:

Task 3.10	I-87 Integrated Corridor Study
Task 3.77	RTP Refinement (New Visions 2040)
Task 4.21	Freight Planning
Task 5.05	Guilderland Westmere Linkage Study
Task 5.89	New Visions Guidebook

Task 5.95 Saratoga County Regional Traffic Study

Finally we also added 2 new Linkage Studies to the new UPWP.

The final 2016-21 UPWP was approved by the Planning Committee at their February 24, 2016 meeting, and by the Policy Board at their March 29, 2016 meeting.

TASK 1.66 Environmental Justice Compliance and Title VI

CDTC remains in full compliance with Title VI and Environmental Justice (EJ) requirements; both continue to be a critical component of CDTC's activities. CDTC continues to collaborate with NYSDOT, CDTA and various federal agencies to meet the requirements and keep informed of recent and proposed federal requirements. Staff participated in a statewide Title VI training held by FHWA and NYSDOT. The new project evaluation methodology for the 2016-2021 TIP update included an EJ/Title VI category, which evaluated the project locations and their anticipated effects, with a possibility of both positive and negative points. CDTC will continue to explore improved participation of traditionally under-represented groups in the planning process as part of its public input strategy.

CDTC continued to demonstrate success in DBE contracting and purchasing. The semi-annual report for April 1 2015 through September 30 2015 was prepared and submitted to NYSDOT. About 21% of FTA applicable expenses and 8% of FHWA applicable expenses were paid to Women Business Enterprises and/or Disadvantaged Business Enterprises between October 1 2015 and March 31 2016.

TASK 1.67 CDTC's Prospectus: Continuing Operations Plan & Operating Procedures

Activity was limited to updating the *Guide to the Capital District Transportation Committee*.

The Prospectus document has been completed for some time now. Now that Congress has passed the FAST Act – the long-term federal transportation bill – work on updating the Prospectus, including a financial operating plan, will begin later this year.

TASK 1.68 NYSAMPO Administration

The CDTC continued to participate with the thirteen other New York MPOs in a Statewide Association. The Association facilitates dialogue among MPOs and State and federal agencies through regular meetings of MPO Directors, periodic technical meetings among MPO staff, and through conferences and training. The Association engages more formally with NYSDOT on certain issues such as the development of formulas for distribution of federal planning funds. The MPO Association is also the focal point for the Shared Cost Initiative program – collaborative statewide planning efforts that use

pooled State and Federal funds to support planning activities of a mutually beneficial nature.

CDTC continues to manage the statewide contract, which is currently provided by Resource Systems Group.

TASK 1.69 AMPO/NYSAMPO/TRB Committees and Working Groups

CDTC's involvement in the Association involved the following:

- Staff attended the annual AMPO conference in October.
- CDTC staff, which chairs two NYSAMPO Association Working Groups, participated in several working group chair conference calls to coordinate planning activities.
- The Safety Working Group (SWG) continued to be a key forum for safety data and planning for the MPOs, NYSDOT, the Governor's Traffic Safety Committee and other federal, state and local safety partners. CDTC staff chairs the group and represents the SWG on the technical advisory committee for the development of the NYS Pedestrian Safety Action Plan and Intersection Safety Action Plan. The Pedestrian Safety Action Plan may be finalized in June 2016. The ITSMR Public Crash database, known officially as the Traffic Safety Statistical Repository (TSSR), was released for public use in February 2016. CDTC staff represents the SWG at New York State Traffic Records Coordinating Council meetings, which is developing the NYS Traffic Safety Information Systems Strategic Plan for FFY 2017 to be completed by June 2016. Staff also represents SWG on the NYS Association of Traffic Safety Boards' Engineering Committee and on the NYMTC Safety Advisory Working Group.
- The Bicycle and Pedestrian Working Group continues to be the lead on statewide coordination between the MPOs and NYSDOT. Staff continued to represent CDTC at Working Group meetings via conference call in December and an in-person meeting in Albany in March. The Working Group will work closely with NYSDOT to develop tasks and possible deliverables that will benefit individual MPOs, the NYSMPO Association and NYSDOT.
- CDTC staff chairs the NYSAMPO Modeling Working Group, which was tasked with assessing data needs for integrated planning. CDTC staff took the lead in facilitating discussions and research on this topic at working group meetings and several MPO staff director meetings. One major task for the Modeling Working Group is finding ways for the MPOs and NYSDOT to collaborate in analyzing FHWA NPMRDS speed data for modeling and planning. NYSDOT has engaged a team from UAlbany through the UTRC program to develop a robust tool for analyzing NPMRDS data. The tool will be available for use by NYSDOT and MPOs. The Modeling Working Group is serving as an advisory committee for

this project. Work continued on this project through this reporting period, including six advisory committee meetings.

- Staff continued to participate in the NYSAMPO GIS Working Group Meetings.
- Staff continued to participate in the NYSAMPO Climate Change Working Group. The Working Group had meetings via conference call in November and February.
- Staff attended the Annual TRB Conference as a member of the TRB Access Management Committee and participated in a peer review of papers submitted for the 2016 International Access Management Conference to be held in South Africa this summer.
- Staff participated in several NYSAMPO Transit Working group calls during the reporting period. Information was shared regarding Ladders of Opportunity and NYSDOT's 5310 solicitation, among other items of importance to MPO staff working on public transit and human services transportation.

TASK 2.16 STEP Model Development and Maintenance

In cooperation with CDTA, CDTC completed upgrades to the STEP Model, including a transit model component. Initial work began on an update to incorporate the latest Census based CDRPC forecasts of population, households, and employment; incorporate an assessment of declining rates of VMT growth; calibrate model speeds against the NPMRDS data; and incorporate the latest EPA MOVES Model.

TASK 2.25 Data Collection

This continuing project collects and processes travel data for the federal-aid street and highway system. Data collected provides input to Vehicle Miles Traveled forecasting, the maintenance of the Congestion Management System Plan, the STEP model calibration and validation, and individual project level analysis; and is vital to project development work that addresses highway deficiencies and proposed mitigation actions.

Data collection is typically a very intense effort, relying on the help of graduate school interns. Work completed during this reporting period included:

- Collecting sidewalk presence/absence data for the Capital Region. This will support analysis for ADA sidewalk and crossing compliance on the local highway system.
- Compiling useful life data for bridge preservation treatments, culverts, and other transportation facilities. This effort utilized research published by various State DOTs and universities and was used in CDTC's TIP update process to calculate life-cycle benefits.

- Collecting photographs of completed transportation projects. The goal is to create a catalogue of photos that can be used to tell the story of development in the Capital District. Emphasis was given to improvements which had a pedestrian component.
 - Collecting extensive field information on site-based trip generation rates. This information helps validate previous planning efforts, notably those involving CDTC's STEP model. Four trip generation studies were conducted during this period to support land use reviews in the Airport and Boght GEIS areas.
 - Inventorying land use and driveway data for use in the upcoming Albany Shaker Road Linkage Study.

TASK 2.28 Census/Household Travel Survey

Staff collaborated with CDRPC on data processing, use of 2010 Census data, and CDRPC's upcoming interactive online mapping tool.

Staff continued to review Census documents and viewed several Census Webinars. The CTPP compiled a list of data flagged for complete elimination at smaller Census geographies, which staff reviewed to submit comments and concerns to AASHTO.

TASK 2.29 Geographic Information Systems (GIS)

GIS is an important planning tool that integrates hardware, software, and data to collect, store, analyze, and display spatially referenced information. Visualizing information is an integral part of nearly every project and GIS is highly utilized to create maps necessary for meetings and reports. In the Capital District, work under this task is a joint CDTC/CDRPC effort.

During the last six months, GIS tasks that were completed or are underway include:

- Performed GIS management activities, including data backups and database maintenance; internal technical support; and data sharing with staff, municipalities and consultants.
- Participated in several GIS webinars.
- Attended the NYSDOT Highway Data Workshop and CDRPC's Spring Workshop.
- Downloaded/Received various updated databases and new databases/GIS files, including NYS Roads, DEC Dams, Sidewalk, curb ramp and crosswalk data from various municipalities, CDTA Transit Routes and Stops, 2015 Rensselaer County Tax Parcel Data, civil boundaries, trail data and SAM Address data.

- Responded to internal and external map requests.
- Began expanding CDTC's ArcGIS Online data content.
- Received ArcGIS software update from NYSDOT.
- Provided GIS Data as part of US DOT Smart City Challenge application.
- Participated in a regional GIS Meeting with CDRPC and Fountains Spatial staff to provide input on the status of CDRPC's online interactive GIS application.
- Performed corrections to GIS sidewalk and trail data for various locations within the four county planning area. Created new and updated existing sidewalk data.

TASK 2.30 Routine Highway Condition Inventory

Staff continued to build, update and maintain master databases and maps for the Routine Highway Condition Inventory. The 2015 Albany County and Albany City data post-processing was completed. The 2015 Non-State Federal Aid Inventory was collected and the data was post-processed and mapped.

TASK 2.31 Traffic Volume Report

CDTC continued to maintain a web-based traffic volume report using traffic counts compiled by CDTC staff, NYSDOT, counties and municipalities, and consultants. The report will be replaced with NYSDOT's traffic data viewer and with an ArcGIS Online traffic count database by the end of 2016.

TASK 3.02 Safety Planning

Accomplishments during the reporting period are listed below.

- Assisted communities in preparing applications in response to a NYS solicitation for HSIP project funds in FFY 2017-2020.
- Participated in several webinars on topics including Federal Funding Exchange to Fund Local Transportation Projects; Systemic Safety Webinar Series: Advancing Systemic Safety Implementation Efforts; Surrogate Measure of Traffic Safety Using Computer Vision Technology; Crash Modification Factors; Regional Models of Cooperation - Safety Planning; and Pedestrian Safety and Transit.
- Continued to utilize safety data in its Linkage Program planning studies.
- Trained on new tools in the Accident Location Information System including the crash diagram for intersections.

- Reviewed and commented on NYSDOT crash and intersection database.

TASK 3.03 Energy, Climate Change Initiative, Air Quality and Environment

The CDTC and A/GFTC are not required to make a transportation conformity determination under the new 2008 8-Hour Ozone NAAQS.

Staff participated in monthly phone conference meetings of the Inter-Agency Coordination Group for air quality.

TASK 3.05 Infrastructure Planning

Activity was limited to evaluating TIP infrastructure project candidates and collecting data to help validate CDTC's highway condition projection model.

Based on recommendations set forth in New Visions 2040, a significant effort is planned for this task. As a first step, a comprehensive report documenting highway and bridge condition trends will be prepared and presented to the Planning Committee. As part of this effort, long-term funding needs for the region's streets, highways, and bridges will be developed using CDTC's validated Highway Condition Projection Model and NYSDOT's Bridge Model. Staff will also work with NYSDOT and the Infrastructure Task Force to develop performance targets.

TASK 3.07 Regional Operations and Congestion Management

The committee will develop performance measures consistent with MAP-21 requirements in the coming months, and will begin work to develop the safety evaluation program recommended in the New Visions 2040 Plan.

TASK 3.10 I-87/US 9 Integrated Corridor Management Study

This study is complete.

TASK 3.11 I-787 Livable Corridor Study

Staff from CDTC, NYSDOT and the consultant team worked with the study advisory committee, met with several members of the City of Albany directly, and met with upper management within NYSDOT to identify and refine short and long term strategies being considered for additional review. Following a meeting with FHWA, the project team will further revise completed material including the strategies. A new project schedule is being developed, with the goal of completing the study by the end of 2016.

TASK3.77 New Visions

The New Visions 2040 Plan was completed in September 2015. Since then, Executive Summary brochures were developed and printed. Additional follow-up work for the Plan was completed. The Plan was amended to incorporate the CDTC Freight Plan, which received final approval on March 29, 2016. Initial work began on development of performance measures called for in the New Visions Plan. This will be a major task in the coming year.

TASK4.07 Human Service Agency Transportation/ADA

CDTC's Regional Transportation Coordination Committee met in January to review workshop planning efforts by CDTC staff and a subcommittee of the RTCC. The one-day free workshop will be held during the beginning of the next reporting period. The workshop is focused on providers of human service agency transportation and is intended to share information on best practices and new ideas in coordination and to foster networking, discussion among providers and additional coordination around the region. This workshop was a short term recommended action of the Coordinated Public Transit Human Services Plan for the Capital District adopted in September 2015.

The January RTCC meeting also provided an opportunity to welcome staff from the Veterans Administration (VA) and the Warren, Washington & Albany Counties Chapter of NYSARC, Inc. to the RTCC. VA staff gave a presentation and provided information to the group on their efforts to connect veterans with employment and how that can work for potential Human Service Agency Driver Recruitment. Other topics discussed at the January 2016 RTCC meeting included the next 5310 Solicitation, which must be completed by the end of the summer to avoid lapsing funds. CDTC's Draft UPWP was also discussed as were draft projects proposed for programming in the 2016 – 2021 Transportation Improvement Program (TIP).

TASK4.17 Complete Streets/Arterial Management

The Complete Streets Advisory Committee met during the reporting period to:

- Prioritize the list of recommended actions in the Complete Streets White Paper, adopted as part of New Visions 2040, and develop strategies to move forward with implementation. Based on meeting discussion, staff will begin to develop ideas for a complete streets progress tracking and performance measurement process focused on TIP project outcomes.
- Review the status of the planned Complete Streets Educational & Technical Workshops and give input on workshop planning materials such as a write up of Roles and Responsibilities.
- Review and provide input on the draft proposed TIP Merit Evaluation process.

Complete Streets Educational & Technical Assistance Workshops Series

The Complete Streets Educational & Technical Assistance Workshop Series was prepared by CDTC with assistance from the members of the Complete Streets Advisory Committee. The primary purpose of the Workshop Series is to assist local governments in developing and implementing Complete Streets policies. The consultant team selected to facilitate the workshops is Planning 4 Places, with sub-consultant Sam Schwartz Engineering. CDTC, on behalf of local governments, will administer the consultant contract for the workshop series and will serve as project manager.

CDTC staff sent out a solicitation package in July 2015 for communities to apply to host a workshop. When completing the application, local jurisdictions proposed a workshop type and committed to assist with meeting logistics, including securing a meeting space and ensuring key stakeholders will be in attendance. CDTC's Planning Committee has approved funding for workshops in the following municipalities:

- City of Troy – Workshop Type C (Implementation)
- Town of Malta – Workshop Type C (Implementation)
- Town of Niskayuna – Workshop Type A (Basics)

CDTC has developed materials to assist each of the selected municipalities with securing participation of key officials, staff and appropriate stakeholders. The success of the workshops, and identified follow up actions, will depend in large part upon participation of local planning staff and board members, public works and highway department staffs, elected officials, CDTA, state and county transportation staff, nonprofit organizations, businesses, community groups, and interested residents. CDTC staff has met with each of the awardees to begin coordinating the workshop logistics. It is anticipated the workshops will be held in spring 2016.

TASK 4.18 ITS Architecture and Integration

NYSDOT Region 1 initiated an update of the Regional ITS Architecture. CDTC staff reviewed draft products for this task. Policy Board approval will be requested for the final product.

TASK 4.21 Freight Planning

CDTC has continued its efforts to increase the number of active members on the Freight Advisory Committee (FAC), and to increase attendance at FAC quarterly meetings. The FAC held two meetings during the reporting period – one on November 19, 2015 and one on February 17, 2016. The primary focus of the meetings was continuing the development of the new Regional Freight & Goods Movement Plan. CDTC continues to encourage participation on the FAC, particularly from private sector freight interests.

CDTC's **Regional Freight & Goods Movement Plan** was finalized and adopted by the Policy Board during the reporting period. For the purposes of this study, CDTC's Freight Advisory Committee (FAC) was the project's Steering Committee. The project

consultant is Resource Systems Group (RSG). Highlighted below are some of the tasks completed during development of the Plan:

The Existing Conditions, Trends, and Forecasts analyses details on existing and projected freight movements in the CDTC region by mode, as well as for the various commodities moving to, from, and within the region. Available data for all modes of freight (truck, rail, air, water, and pipeline) were collected and analyzed to help better understand existing and future forecasted conditions.

One of the most important aspects of Freight Planning is gathering information and viewpoints from the providers and users of the freight system. An extensive Stakeholder Engagement Plan was developed and executed as part of the Study process. Stakeholders included manufacturers, representatives from all modes of freight transport, public agencies (ex: planning departments, chambers of commerce, local governments), distribution centers, and industrial parks. The engagement plan included focus groups, individual interviews, targeted group meetings, and presentations.

The Freight Priority Network (FPN), first created in 1997, is intended to help the CDTC and its planning partners identify and prioritize transportation investments related to helping freight and goods move efficiently and safely. The proposed update of the FPN includes the three new categories of FPN facilities (major, minor, connector) and also identifies where major freight-supportive land uses currently exist around the region.

As with all of CDTC's planning efforts, there is an emphasis on collaborative and cooperative regional transportation and land use planning, and residents' quality of life. Regional growth affects economic development and the demand for freight and goods movement. The Study identifies types of freight-supportive land uses that local governments could use in planning, economic development, zoning, and capital programming. Applying these land use categories in planning, as well as the suggested zoning and regulatory guidelines, will help mitigate the negative community-level impacts of freight movement and facilitate more efficient, safe, and economical logistics operations.

The study recommendations fall into two categories: (1) Projects and (2) Programs, Policies and Studies. Projects involve construction, reconstruction and/or changes to physical transportation infrastructure. This study further divides projects into early-action projects and long-range projects. Programs, Policies and Studies are non-capital initiatives that seek to employ regulatory, guidance and/or planning tools to facilitate more cost-effective and efficient use of existing and planned transportation infrastructure.

The Plan documents can be found at <http://www.cdtcmpo.org/goodstf.htm>.

SHRP2

CDTC has continued developing a working relationship with Rensselaer Polytechnic Institute (RPI). CDTC, in a partnership with RPI, was awarded a FHWA Strategic Highway Research Program 2 (SHRP2) grant for local freight data improvement. This

project is a proof of concept to implement innovative local freight data to support CDTC freight plans, projects and programs. The RPI team developed a Dynamic Freight Database, a unified freight database that accurately characterizes the freight movement in the CDTC region. The intent is to integrate logistics practices (private sector) with transportation policy, planning, and programming (public sector). The Dynamic Freight Database will support sub-regional modeling, planning, and project prioritization. The project team has completed all Tasks identified in the scope-of-work, including development of the Capital District's Dynamic Freight Database. The project is substantially complete.

TASK 4.22 Security Planning

The role of CDTC in security planning will continue through involvement with Local Emergency Planning Committees (LEPC) at the county level.

TASK 4.23 Every Day Counts Initiative

CDTC staff continues to receive, review, and distribute the "EDC News" sent by the Federal Highway Administration (FHWA) Center for Accelerating Innovation and relevant correspondence and emails to staff and NYSAMPO Directors. Staff reviewed the 1/1/16 Action Plan and summarized the changes for the NYSAMPO Executive Committee meeting on January 19, 2016 and the following NYSAMPO Directors meeting on January 22, 2016. Staff attended the FHWA EDC Models of Regional Cooperation webinar on December 10, 2015.

TASK 4.60 Capital Coexist

Staff continues to maintain the Capital Coexist website. CDTC honors requests for printed materials such as the activity and comic books as well as posters, palm cards, reflective zipper pulls and clip-on blinking lights.

As part of Capital Coexist's education efforts, CDTC purchased a series of webinars from APBP for the "Capital Coexist 2016 Education Series." CDTC will serve as a host site for 12 APBP webinars and invite members of the various advisory committees to attend at no cost. CDTC will also host and/or provide registration information to members on related PBIC, ITE, and FHWA webinars.

In December CDTC launched the "Traffic Safety Ambassador Program." This program has made \$20,000 in Federal funding available for capacity building projects designed to assist public, private, and non-profit organizations in the Capital Region in providing bicycle and pedestrian safety education and training. The objective of the program is to achieve the following New Visions 2040 goals:

- Improve bicycle and pedestrian safety by reducing the number of vehicle crashes involving bicyclists and pedestrians, and

- Increase the number of bicycle and pedestrian trips (especially commuting trips) in the Capital Region

CDTC received 11 project proposals requesting over \$32,000. An evaluation committee consisting of CDTC staff, NYSDOT, NYSDOH, CDTA, and a member of the Bicycle & Pedestrian Advisory Committee, selected 8 projects for funding, totaling \$19,727 in Federal funds. The projects range from bike rodeos and helmet fittings to bicycle repair education. All of the projects will be completed by the end of 2016.

As part of Capital Coexist promotion activities, CDTC staff attended, promoted, and distributed materials for the following:

- Walk to School Day, October 7th
- Albany JCC's Lights on After School, October 22nd

TASK 4.67 Bike/Pedestrian Planning

Bicycle and pedestrian planning continued to receive substantial attention consistent with Policy Board direction. The CDTC Bicycle and Pedestrian Advisory Committee (BPAC), formerly known as the Task Force, met 5 times during the reporting period to discuss all aspects of bicycle and pedestrian projects, programs, and policies. Meetings featured presentations on various topics from incorporating green infrastructure into bicycle and pedestrian projects to reviewing results from the Parks and Trails Bicyclists Bring Business Roundtable last fall. Work completed by the staff includes the following:

- Continued to manage Trail Map requests and the Map Distribution database.
- Responded to GIS trail data request from the Hudson River Valley Greenway.
- Began creating an Interactive ArcGIS Online application of the Mohawk - Hudson Bike-Hike Trail Map.
- Participated in a webinar with NYSDOT Region 8 and NYSDOT Region 1/Main Office regarding incorporating local trail data into NYSDOT's online mapping application. Provided a test GIS data set to NYSDOT.
- Evaluated proposals for the Hudson Valley Greenway Trail Gap Analysis. Staff will continue to participate in this project as part of the Steering Committee.
- Developing a request for quotes for trail counts for Summer 2016. The trail counts will be used in conjunction with a trail user and property owner survey, currently under development, to update the CDTC Regional Trail Perspectives report completed in 2006.
- Participated in the Albany County Health Initiative and the Albany-Rensselaer Prevention Agenda Prioritization Workgroup.

TASK 4.97 Transportation Improvement Program Development & Maintenance

Development and maintenance of CDTC's TIP requires a high level of staff time. The entire CDTC staff was involved in developing the 2016-21 TIP.

- Budget estimates for all the federal fund sources as well as updates on cost and schedule for projects on the 2013-18 TIP were not available to CDTC's Planning Committee per the TIP update schedule. However, enough information was known in Fall 2015 to indicate that sufficient funds existed to solicit for candidate projects and subsequently program new projects in the 2016-21 TIP. CDTC staff prepared project solicitations and mailed/emailed them to all municipalities, counties, CDTA, NYSDOT, the Airport, and Port.
- CDTC's Planning Committee approved a new qualitative rating system for candidate projects, to be used in conjunction with its benefit/cost evaluation. The Merit Score rating system was tested on sample projects, presented to the Planning Committee and approved by the committee for conditional use to evaluate candidate projects.
- CDTC staff prepared a new project justification package for the solicitation of projects for the 2016-21 TIP to incorporate questions related to the new project evaluation methodology.
- 122 candidate projects were proposed. CDTC staff, screened, categorized and evaluated them, producing a factsheet for each, along with detailed information to compare the results of all projects against the others. The information was distributed to members via email and the CDTC web site.
- CDTC staff worked with Region One to prepare budget estimates by federal fund source for the Planning Committee to use in the programming of the 2016-21 TIP.
- CDTC staff contacted NYSDOT Region One to obtain updated project cost and schedules. These were used in conjunction with budget estimates to determine what, if any, funds were available for programming new candidate projects in the 2016-21 TIP.
- Staff prepared information for the Planning Committee on projects using transit fund sources, several set-asides for maintenance of NYSDOT facilities, BRT and TDM for CDTA use, and projects on the existing 2013-18 TIP for inclusion in the 2016-21 TIP.
- CDTC's Planning Committee and Policy Board approved 41 new projects selected through CDTC's solicitation for inclusion in the Draft 2016-21 TIP.
- The Draft 2016-21 TIP (project listings, summary tables and executive summary) was released for public review via libraries and the CDTC website.

- The updating of the narrative section of the Draft 2016-21 TIP document began.

CDTC staff also put significant time into maintaining the 2013-18 TIP:

- Several amendments to the 2013-18 TIP were prepared and approved.
- E-STIP Maintenance: CDTC staff worked with NYSDOT Region One and CDTA on a regular basis to make changes to the STIP.
- Projects that were added to the TIP since December 2013 were required to obligate preliminary engineering (PE) funds in the FFY in which they were programmed. The end of September 2015 was the first FFY to which this condition applied. Work was done by CDTC staff, in cooperation with Region One staff, to determine which projects did not meet the deadline, notify project implementers and assist them in preparing extension requests, and to prepare necessary information for the Planning Committee for its November 2015 meeting. The Planning Committee gave extensions to projects that did not meet the deadline, and deferred action to update this procedure.

TASK 5.05 Town of Guilderland: Westmere Corridor Study

The study looks into land development and redevelopment (use, density, form, etc.), access management, streetscape improvement, and pedestrian and bike facilities in the Route 20 corridor between Route 155 and Church Road. A second public meeting was held on February 11th. The consultant prepared a draft report that was reviewed at an Advisory Committee meeting. The completion of the final report is expected by May 2016.

TASK 5.31 Town of Clifton Park Town Center Strategic Zoning Code Revisions

This study is complete.

TASK 5.51 Provision of Technical Services

The CDTC staff routinely provides ‘on-call’ technical assistance to various public agencies and communities in the Region. The CDTC response to requests for technical assistance during the last six months was fairly extensive as follows:

- Continued to assist Town of Malta officials in sorting out issues concerning modifying the town’s mitigation fee protocol. Staff formally made a presentation to the Town Board describing the Town of Colonie approach and how it could be used in Malta.
- Continued GEIS contractual work for the Town of Colonie by completing traffic and mitigation cost reviews for 15 new development projects in the Airport,

Boght, and Lisha Kill GEIS areas of the Town. Each review takes between three and five days to complete. At the request of the Town, staff drafted preliminary analyses for four other speculative projects near the airport.

- Worked on a scope of services for the transportation element of updated GEIS plans in the Airport, Boght, and Lisha Kill areas in the Town of Colonie to help the Town prepare for planned updates.
- Met with East Greenbush planners to discuss the possibility of using the Town of Colonie's mitigation cost process for Town of East Greenbush. Provided the Town with documentation of the mechanics of the process.
- Met with CDM Smith to discuss various aspects of CDTC's very successful Local Bridge Preservation Treatment study. Staff discussed to upcoming changes to the bridge inspection and reporting protocols.
- Provided Albany County with a first-cut analysis of Albany Shaker Road traffic conditions. In anticipation of the Linkage Study for the corridor, staff completed a land use and driveway inventory that will be used to help evaluate the livability of the corridor.

TASK 5.52 Provision of Community Services

The CDTC staff continues to provide traffic data and other limited technical assistance to businesses, developers, consultants, students, and community groups to support economic development in the region as follows.

- Met with developers and real estate agents to discuss plans for changes to the configuration of the I-87 Exit 4 interchange, and how access to the Airport and Wolf Road would be affected. Suggested that they speak directly with NYSDOT staff about possible schedule.
- Extensive conversation with a planner from the Boston, MA MPO about CDTC's TIP development process and CDTC staff involvement in project design, especially with respect to complete streets treatments on State highways.
- Followed-up with Town of Bethlehem resident who previously called about long traffic queues on Cherry Avenue's approach to Delaware Avenue. Staff will re-visit the intersection later this Spring to observe changes.
- Followed-up with a Latham resident who previously asked about improvements to the Boght Road/US 9 intersection. Discussed the findings of the Boght Area GEIS, particularly with respect to pedestrian and transit improvements.
- Attended a transportation stakeholder meeting for the South End as part of Rezone Albany.

- Staff attended a transportation related workshop in support of the City of Troy's Comprehensive Plan in development.
- CDTC staff participated in an international peer exchange with Mayors from Cities in Albania through the International Center of the Capital Region. The Albanian leaders were interested in learning about municipal governance in the U.S.
- Provided various consultants and agencies with relevant GIS data and maps.
- Participated in the Saratoga County Planning and Zoning Conference in January 2016.

TASK 5.54 Town of East Greenbush Design Standards

This study is complete.

TASK 5.59 Schodack Town Center Plan

This study is complete.

TASK 5.60 Transit Planning Support

CDTC continues to support transit planning in partnership with CDTA by supporting the implementation of the Transit Development Plan and by supporting transportation demand management project management. Specific tasks in support of transit planning include:

- Staff attended a public meeting and offered comments to CDTA on its proposed transit route restructure in Saratoga County, with particular emphasis on Saratoga Springs.
- Organized bi-monthly CDTC / CDTA meetings to review the status of regional transit initiatives including BRT implementation and Transit Center planning, and TDM projects.

TASK 5.61 Project Development Support

CDTC continues to provide on-going assistance to NYSDOT Region 1 and other capital project sponsors in developing traffic forecasts and compiling other information for project development and design. Specific support ranges from analysis of Maintenance and Protection of Traffic plans related to bridge or lane closures to sketch planning analysis of traffic diversions from alternative roadway routings.

Technical and modeling support was provided to the Town of Colonie for the Maxwell Road Extension; NYSDOT for additional forecasting for Exit 3/4 and Airport Connector

projects; and the I-87 ICM plan. Staff attended a meeting to plan for construction diversions during the construction of the Michigan Avenue Bridge Replacement project in the City of Schenectady. Preliminary assessments of traffic counts and refinement of the STEP Model were prepared. Work on this task will continue during the next quarter.

TASK 5.62 New Scotland Zoning Refinements and Site Design Guidelines

The Consultant, AECOM (f/k/a URS Inc.), coordinated a Study Advisory Committee meeting, a landowner meeting, and one public workshop during this reporting period. Draft zoning recommendations were developed and presented to the public for review at a public workshop. The study is expected to conclude in June 2016.

TASK 5.63 Regional Travel Demand Management Initiative

Preparations for Bike to Work Day 2016 began during the reporting period.

Staff continued to support Capital Carshare, which expanded to eight vehicles. Approximately 200 drivers had been approved by the end of the reporting period.

CDTC continued to coordinate the Capital Region Bikeshare Task Force, bringing together public and private sector parties interested in providing significant support to start a program in the region, with anticipated locations in the Cities of Albany, Saratoga Springs, Schenectady, and Troy. The Task Force met twice during the reporting period. Staff drafted a Request for Proposals for use by CDTA in advertising and selecting a regional bikeshare vendor in coordination with CDTC, the four Cities, and any sponsors.

Staff meets with area businesses on an as-requested basis to provide information about travel options. Staff maintained and updated the Capital Moves website, and discussed potential enhanced collaboration with NYSDOT in their next rideshare contract. Staff coordinated transit trip requests from iPool2, performed Guaranteed Ride Home registrations, and responded to transit and park-and-ride information requests via phone and website contact forms.

TASK 5.64 Stillwater Route 4 Zoning and Site Design Standards

Staff drafted a Request for Expressions of Interest in consultation with the Town and Village, and advertised in the New York State Contract Reporter and the NYSAMPO website with a reply time of five weeks. Staff from CDRPC, Saratoga County, CDTC, CDRPC, and the Town of Stillwater, along with the Mayor of the Village of Stillwater, met to discuss the three responses received. Planning4Places along with The Chazen Companies was selected and a contract was signed.

TASK 5.66 Saratoga Springs Bicycle, Pedestrian & Public Transit Master Plan

CDTC is assisting the City of Saratoga Springs with this project to implement the City's Complete Streets policy and various local plans.

During the reporting period the consultant organized and held a series of stakeholder meetings on issues related to multimodal travel and infrastructure within the City, with assistance from City staff. CDTC staff attended the majority of these sessions which resulted in useful information that will be used to help develop the draft master plan. The consultant produced a preliminary draft, which CDTC and City staff reviewed and discussed at a meeting with the consultant during the reporting period.

During the next reporting period a meeting will be held with NYSDOT staff on the revised preliminary plan concepts relative to NYS jurisdiction roadways. This will be followed by the next SAC meeting to review the draft plan prior to the final public workshop. Public outreach to get feedback on the draft plan and the concepts illustrated through several demonstration sites will be carried out during the next reporting period.

TASK5.67 Linkage Program Administrative and Technical Support

CDTC staff solicited for, evaluated and recommended two new projects for funding through the 2016-2017 round of the Linkage Program. An evaluation team included staff from CDTC, CDRPC, NYSDOT and CDTA. The Planning Committee approved funding for the Albany Shaker Road Corridor Study in the Town of Colonie (co-sponsored by Albany County) and the Freemans Bridge Road Complete Streets Feasibility Study & Policy in the Town of Glenville.

The Linkage Program Administrative Procedures were updated for 2016-2017. CDTC's Planning Committee adopted new milestone requirements for the 2016-17 Linkage Program study sponsors. Study progress was monitored through monthly updates of the "Status of Linkage Program Studies." The table includes an estimate of the number of months needed to complete the study. Staff continued to provide Environmental Justice and Environmental Mitigation mapping and summaries for Linkage Studies.

Two Linkage Forum meetings were held with presentations on Mitigation Fees for Transportation in the Capital Region and the Draft Transfer of Development Rights Toolbox created for NYSERDA and NYSDOT.

TASK5.71 Albany Complete Streets Policy and Design Manual

CDTC is assisting the City of Albany to implement the City's Complete Streets ordinance, which went into effect in October 2013 and called for the development of guidelines, including street typologies, design guidance, and implementation. The first public meeting took place in October and was attended by several members of the media in addition to residents, business owners and property owners. The consultant drafted the guidebook and began to make edits requested by the Study Advisory Committee. The second public meeting will take place during the next reporting period.

TASK 5.72 Malta Route 9 Reconfiguration Feasibility Study

The first critical piece of the study, the transportation “profile,” was completed. The profile contains information necessary for the identification and mitigation of transportation deficiencies that would impact implementation of the Town’s form-based code and complete streets recommendations.

The advisory committee met twice to discuss portions of the profile critical to evaluating complete streets options. The study team is moving ahead with identifying critical street dimensions and features for geometric evaluation and expects to present the first cut of the evaluation to the committee in May. The committee also discussed the role the study will have in the upcoming complete street education workshop for Malta. This study is slightly ahead of schedule.

TASK 5.73 Schodack Zoning Code Amendments and Site Design Guidelines

An initial meeting was held with the Town and the Town’s selected members of the Study Advisory Committee to review the work in the town wide rezoning effort and how that relates to the town center zoning revisions in the Linkage study. The project will be in process throughout 2016.

TASK 5.80 City of Albany Waterfront Multi-use Path Connection Feasibility Study

The City of Albany Waterfront Multi-use Path Connection Feasibility Study was funded through the CDTC’s 2015-16 Community and Transportation Linkage Planning Program. A consultant selection committee was assembled and in September 2015 chose Alta Planning + Design, with sub-consultant Creighton-Manning Engineering to complete the project. The consultant contract and scope-of-work was finalized during the reporting period. The project team assembled a Technical Advisory Committee (TAC) which will serve as the steering committee for the study. There have been two (2) TAC meetings during the reporting period: one on January 26, 2016, and another on March 16, 2016. The consultant has begun developing the Existing Conditions report by collecting data and compiling relevant documents and reports. Draft multi-use path alignment alternatives for analysis are being developed.

TASK 5.81 Bethlehem Delaware Avenue Complete Streets Feasibility Study

CDTC is assisting the Town of Bethlehem with development of a complete streets feasibility study on Delaware Avenue from Elsmere Avenue to the Normans Kill Bridge. The goal is to provide safer travel options for pedestrians and bicyclists, and to improve the quality of life for local residents. Strategies to be evaluated include access management, bicycle, pedestrian and transit user improvements, the feasibility of a road diet (lane reduction) on Delaware Avenue, streetscape enhancements and zoning law adjustments. During the reporting period staff completed a draft REI and consultant

scope of services in consultation with the Town of Bethlehem and NYSDOT Region 1 Planning. Release of the REI is anticipated early in the next reporting period.

TASK 5.82 Schenectady Urban Bike Infrastructure Master Plan

Staff worked with the City of Schenectady, Schenectady County and the Schenectady Metroplex Development Authority to develop a scope of work for the project. A Request for Expressions of Interest was issued in Fall 2015 with seven consulting firms submitting a response. A consultant selection committee was assembled and in December chose Alta Planning + Design, with sub-consultant LandArt Studio. Project kickoff took place in February 2016, and the lead consultant is currently collecting data related to the city's transportation infrastructure. The project is targeted at making the city more bike friendly by making way finding simpler, connecting gaps in the current bike network and promoting cycling throughout the city as a viable transport alternative.

TASK 5.83 Troy Bicycle Facilities Guidelines

CDTC is assisting the City of Troy with a consultant effort to develop a detailed set of bicycle facility guidelines to create a cohesive bicycle network throughout the City. The city recently passed a Complete Streets policy (summer 2014) and is looking to provide a well-designed bicycle network in urban neighborhoods as well as identifying safety-enhancing bicycle facility designs. Key project elements include developing a roadway hierarchy related to bicycle facility types and identifying standards and guidelines for bicycle facilities in the City including bike parking. CDTC staff met with city staff in December to begin discussing the scope and project schedule.

This study is anticipated to be completed in June 2017.

TASK 5.86 Clean Communities

The U.S. Department of Energy's (USDOE) Clean Cities Program is a voluntary, locally-based government and industry partnership. It is designed to advance the economic and energy security of the nation by supporting local decisions to reduce use of petroleum fuels in vehicles. Clean Cities carries out this mission through a network of more than 100 volunteer coalitions which develop public/private partnerships to promote alternative fuels and vehicles, fuel blends, fuel economy, hybrid vehicles, idle reduction and VMT reduction. The Capital District Clean Communities coalition was formed in 1999 to take advantage of the environmental, public health, energy, and economic benefits that the program offers. In early 2001 CDTC agreed to assume the lead role in managing the program previously provided by Schenectady County. CDTC is in its fourteenth year leading the coalition in the Capital District, and is the only MPO in New York to directly host the Clean Communities Program. CDTC received \$30,000 in 2013-14 from USDOE through a contract with LTI to support the Clean Communities mission in the Greater Capital Region. A short-term modified contract was signed September 2015 through December 31, 2015 for \$7,500. A new contract was then entered in January 2016

directly between the USDOE and CDTC for January 1 through December 31, 2016 for \$45,000.

Efforts will continue to focus on alternative fuels and the coalition meetings will continue to provide a forum for CDTA, the Albany County Airport Authority, local governments, and private sector to jointly explore new technologies. In addition, CDTC's involvement will assure coordination with regional planning and programming activities, including TDM, transit, and ridesharing efforts.

Once every three years, Clean Cities coalitions must go through a "re-designation" process with USDOE as a requisite for funding. The CDCC was re-designated in December November 2015. The CDCC received positive feedback from the USDOE on its petroleum displacement projects and activities. USDOE also provided recommendations for improvement, including participating in the PBS Motorweek video series, which CDCC will do in 2016.

USDOE conducts monthly conference calls with other Clean Cities coordinators; CDTC staff participates in these calls every month. Other Clean Cities activities and tasks completed during this reporting period include:

- The CDCC held two quarterly meetings. The December quarterly meeting was hosted by Market 32 Supermarket in Clifton Park and included a tour of the newly designed, LEED-certified supermarket. The March meeting was held at the CDTC office and featured a presentation on the final draft of the Capital District EV Charging Station Plan.
- CDTC staff performed outreach to various fleets in the Capital Region, including Capital CarShare, CDTA, and the Cities of Schenectady and Cohoes.
- The CDCC coordinated with the University at Albany to pledge to the USDOE Workplace Charging Challenge.
- The CDCC sponsored the film, *Idle Threat*, at the Madison Theater in January. CDTC staff tabled at the event and met the filmmaker, George Packenham.
- The CDCC submitted its Annual Operating Plan to USDOE in November 2015.
- Staff attended the Northeast Regional Meeting, which was held in conjunction with the *Northeast Alt Wheels* event in Boston in October 2015.
- CDTC staff submitted updates to the USDOE Alternative Fuel Station Locator.
- Staff collected petroleum displacement and greenhouse gas emission reduction data from over 50 fleets in the Capital Region and submitted the information to the USDOE for its Annual Report.

- Staff submitted 2 alternative fuel price reports.
- The CDCC launched a fleet recognition program, which is coordinated with the Clean Cities Coalitions throughout New York and the Northeast and is called *Northern Stars of the Northeast*.
- Staff attended and participated in various webinars about alternative fuels and advanced vehicle technologies throughout the reporting period.
- CDTC staff coordinated with various organizations and entities to develop project proposals and submit applications related to electric vehicle and infrastructure deployment to NYSERDA.
- CDCC continued to coordinate with Ruby Mountain and Darling Transportation to research Renewable CNG in the Capital Region. CDTC staff will continue to provide technical assistance as the study continues.
- CDTC staff established an I-90 EVSE Study working group, which met three times in-person to develop recommendations for strategic infrastructure deployment to facilitate inter-regional and intra-regional travel in Upstate NY and to review study documents and maps.
 - Staff participated in weekly conference calls with Energetics and other Clean Cities Coalitions to discuss the progress of the study.
 - The CDCC completed a final draft of the Capital District EV Charging Station Plan.
 - The CDCC presented the recommendations to the Cities of Albany, Schenectady, and Saratoga Springs. The cities were tasked with developing a short-list of key partners and shovel-ready sites for new EVSE.
 - Cleaner Greener Communities funding has been awarded for an implementation project and CDCC will continue to coordinate with Energetics and the 3 Clean Cities Coalitions to implement the EV Charging Station Plans.
 - Staff submitted 6 invoices totaling \$6,368 during this reporting period.
 - The CDCC will follow up with the cities.
- CDCC continues to maintain their websites, Facebook and Twitter accounts.

TASK 5.89 New Visions Guidebook/Training

The Guidebook will be part of CDTC's new website.

TASK 5.90 Public Participation

CDTC continued to follow a social media policy guiding the use of sites such as Twitter and Facebook. CDTC staff updates Facebook and Twitter accounts regularly with public meeting notices, project updates, requests for public comment, and other announcements and information related to transportation in the Capital Region. CDTC recently updated its Facebook page to an “organization page.” CDTC Facebook posts have reached over 2,000 people over this reporting period. The use of the social media sites has proven to be an effective public outreach tool.

CDTC used social media to promote several transportation safety campaigns supported by NHTSA including:

- Drive Safely Work Week
- National Teen Driver Safety Week
- Halloween – Impaired Driving Awareness
- Thanksgiving Holiday Travel Safety
- National Drunk & Drugged Driving Prevention Month
- Engineer Week

In addition to the Policy Board and Planning Committee, CDTC provided opportunity for public participation through task forces, the TIP development/update process, Linkage Study outreach, and Capital Coexist programs/website.

December 2015 and March 2016 newsletters were printed for distribution to the approximately 1,500 address mailing list. In addition, began offering the choice of receiving the newsletter in hard copy or via email.

TASK 5.91 Bus Rapid Transit Planning

CDTC staff assisted CDTA staff in developing a proposal for two transit set-asides: one for Bus Rapid Transit Implementation and the other for Transportation Demand Management and Multi-Modal projects.

TASK 5.95 Saratoga Regional Traffic Study

CDTC staff served as project manager for this study, which was completed. The primary purpose of this 18-month Study was to evaluate traffic and other transportation concerns within the Towns of Malta and Stillwater, Village of Round Lake, and other surrounding areas impacted by development associated with the growth of the Luther Forest Technology Campus. CDTC prepared detailed traffic forecasts for two future growth scenarios for both the AM and PM peak hours using the CDTC STEP Model. Traffic forecasts to evaluate the traffic impacts of an Exit 11A alternative were also prepared.

During this period staff attended several consultant meetings, two Study Advisory Committee (SAC) meetings, and one public information meeting. The consultant

developed a draft report, which was approved by the SAC and presented to the public for their comments at the public information meeting. The draft report with a few minor revisions was approved by the major stakeholders and published in February 2016. Staff will work with the SAC to develop an implementation and monitoring plan.

TASK 6.01 NYSAMPO Shared Cost Initiative

This fund source is used by NYSAMPO to fund the consultant support contract and several training initiatives, including the University Transportation Research Center (UTRC) and CUNY School of Professional Studies course in “Effective Digital Communication” begun on March 23, 2015, and finished in May, 2015. NYSAMPO has agreed on a training budget, and is currently discussing new training with UTRC.

TASK 6.02 State Planning Research (SPR) Funded Efforts

I-87/Route 9 Integrated Corridor Management Study: The primary goal of the study is to identify cost-effective ways to reduce traffic congestion related to incidents on the Northway. Preliminary recommendations for the study were prepared by the consultant, and reviewed by CDTC staff. Recommendations were refined based on NYSDOT comments. Draft final products have been received. During this period the final report was approved.

Short-Term Traffic Data Collection Program: This program is comprised of inventory counts compiled for state and locally-owned roads, both on and off the federal-aid system.

TASK 6.03 American Recovery and Reinvestment Act

No activity.

CDTC's Internship Program

CDTC continues to offer internships to graduate students who are pursuing a career in transportation planning or engineering. CDTC's program encourages the exchange of knowledge between the classroom and CDTC. The program is designed to help students develop skills, abilities, and experience at both the technical and personal level. In return, CDTC benefits from good quality work that supports CDTC's ongoing planning program. During the last six months, CDTC employed two interns (one part-time and one full-time) to help with TIP development, ADA sidewalk inventory, various Linkage studies, and traffic data collection. The program will continue through the Spring and Summer with the hire of one new intern to assist with pedestrian infrastructure data collection and field work.

Computer Support Services

Keeping CDTC's computer capabilities current requires a fair amount of staff time. Computer-related tasks completed during the period include:

CDTC Web Site Routine Updates: CDTC's web site was updated regularly as needed, including material related to the following: UPWP, TIP, Planning Committee and Policy Board minutes and materials and Linkage projects.

Backup of Individual PC's: A centralized process to regularly backup CDTC staff individual PC's was continued.

Routine Computer Replacement: In CDTC's ongoing effort to keep its personal computer hardware and software up-to-date, two new laptop computers were purchased during the report period. They are capable of running CDTC's GIS software and VISUM as well as any other CDTC computers.

Server System Upgrades: Work to replace the CDTC email server with one with a newer operating system continued at the beginning of this period. Completion of this project is not urgent and was put on hold during the TIP Update.

Redesign of CDTC Web Site: Staff continued loading content and finalized the look of the site. Following a period of internal testing, the new website will be launched in Spring 2016.

PROBLEMS ENCOUNTERED

No significant problems were encountered.

MEMBERSHIP CHANGES

Mayor Kris Kastberg replaces Supervisor Flora Fasoldt
Supervisor Alan Grattidge replaces Supervisor Thomas Dolin
Albany Division Director Joseph Moloughney replaces Ahmad Ibrahim
Rensselaer County Legislator Stan Brownell replaces Martin Reid

MEETINGS HELD

October 7- Planning Committee
October 13- Bicycle/Pedestrian Advisory Committee
November 4- Planning Committee
November 10- Bicycle/Pedestrian Advisory Committee
November 16- ADA Working Group
November 18- Planning Committee
November 19- Freight Advisory Committee
December 2- Planning Committee
December 3- Policy Board

December 8- Bicycle/Pedestrian Advisory Committee
December 10- Linkage Forum
December 17- Capital District Clean Communities
January 6- Planning Committee
January 12- Bicycle/Pedestrian Advisory Committee
January 28- Regional Transportation Coordination Committee
February 3- Planning Committee
February 9- Bicycle/Pedestrian Advisory Committee
February 17 - Freight Advisory Committee
February 24- Planning Committee
March 2- Planning Committee
March 8- Bicycle/Pedestrian Advisory Committee
March 14- Certification Review Open Public Meeting
March 23- Linkage Forum
March 24- Capital District Clean Communities
March 29- Policy Board