



Capital District Transportation Committee
2020-2022 Unified Planning Work Program

Progress Report

April 1, 2020 to September 30, 2020

Prepared by
Capital District Transportation Committee Staff

October 2020

**SUMMARY OF KEY ACCOMPLISHMENTS DESCRIBED IN THE
April 1, 2020 to September 30, 2020 PROGRESS REPORT
PREPARED FOR CDTC'S PLANNING COMMITTEE**

Some of the key accomplishments of CDTC's 2020-22 Unified Planning Work Program (UPWP) for the period beginning April 1, 2020 and ending September 30, 2020 include:

- The Policy Board voted to approve the Final New Visions 2050 Update. CDTC developed and adopted the New Visions 2050 Plan – an update of the New Visions 2040 Plan. Eleven committees were used to develop technical papers for eleven different topic areas which are included as appendices to the final Plan. The eleven committees included seven existing advisory committees and task forces and four task forces established for the update. A total of seventeen documents were developed by CDTC staff. After a comprehensive public comment period, the Final Plan was presented to Policy Board in September and adopted.
- New Visions 2050 continuing initiatives include a Virtual Learning Series, virtual trainings, and continuing contact with the public to receive feedback on ongoing transportation trends and issues. CDTC continues to monitor mobility impacts of COVID-19 and plans to make amendments to the plan accordingly, including a Resiliency chapter.
- The CDTC Planning Committee approved 22 TIP amendments and the Policy Board approved one TIP amendment during the six month reporting period. CDTC continues to support its members' efforts to maintain accurate and feasible TIP project implementation.
- CDTC implemented the new 2020-2022 Unified Planning Work Program, incorporating new and continued programs for members throughout the Capital Region. The UPWP was approved in early 2020.
- Regional Operations and Travel Reliability: CDTC's Congestion Management Process. CDTC updated its *Congestion Management Process* (CMP). The Advisory Committee considered ways in which the CMP could be updated and strengthened. The National Performance Management Research Data Set (NPMRDS) was used to prioritize congestion locations and to measure reliability. The Regional Operations & Safety Advisory Committee provided input and Policy Board approved the new CMP.
- In May and June, CDTC underwent its Certification Review Process with the Federal Highway Administration and Federal Transit Administration. This process occurs every four years. On September 22, CDTC received a U.S. Department of Transportation letter that certified the CDTC planning process effective September 22, 2020, along with a copy of the final Certification Review Report. Included in the Certification Review Report are ten (10) topic areas related to the federal metropolitan transportation planning process with twelve (12) recommendations for consideration in furthering program excellence, seven (7) commendations to recognize best practices, several notable practices, and no corrective actions.
- An extensive public engagement process was developed in the document *New Visions 2050 Long Range Transportation Plan Public Participation Strategy*. The Public Participation Plan ensures the community has a voice in the development of the 2050 Plan by creating opportunities to be informed and engaged throughout the planning process in the way that is

convenient and understandable to the public. Because of the COVID-19 pandemic, the public engagement process was modified and was extended through the summer.

- CDTC adopted the *Continuing Operations Plan* – commonly referred to as the *Prospectus* – which presents a detailed description of CDTC, its organizational structure and related responsibilities, as well as the procedures used to carry out the federally-mandated transportation planning process in the Capital District region. This document also provides an overview of how other agencies are involved in the regional planning process, and a brief description of the federal planning requirements and guidelines.
- The Capital Region has over 100 miles of multi-use trails. CDTC has measured use and opinions on trails in 2006 and 2016. This data was used for the draft Capital District Trails Plan which was released in early 2019, an update to the 2007 *Tech Valley Trails* greenway vision. As a part of the 2020-2022 UPWP, CDTC has begun a solicitation process for trail feasibility studies to implement and expand trails in the Capital District Trails Plan.
- CDTC staff continued coordination with CDRPC on the Community Planning Technical Assistance Program. In 2020, CDTC, CDRPC, and the Town of Clifton Park worked on a Western Clifton Park Development & Conservation Trends Analysis.
- As a part of the 2020-2022 UPWP, CDTC and CDTA are beginning a Bus Lane Feasibility Study. This project will help identify partners and corridors throughout the Capital Region for the implementation of bus and transit lanes.
- CDTC Staff began the development of the *NY 7 Freight & Land Use Study*. A memorandum of understanding was executed between CDTC, the Town of Rotterdam, and the Town of Princetown. The primary purposes of the *NY 7 Freight & Land Use Study* are to:
 - ❖ Examine current and future land use in the Study Area, particularly as it relates to freight-intensive land uses, and make recommendations to enhance the coexistence of a wide range of uses;
 - ❖ Examine the circulation of vehicles in the Study Area, especially freight vehicles, and make recommendations to improve circulation and mitigate any negative impacts;
 - ❖ Assess the impacts of the revised travel patterns to/from the New York State Thruway's Exit 25A Longer Combination Vehicle (LCV)/Tandem Assembly Area, and make recommendations to mitigate negative impacts and improve operations for its users;
 - ❖ Assess the supply and demand for truck parking, and make recommendations to alleviate demand and improve truck parking in the Study Area; and,
 - ❖ Develop recommendations that serve the transportation needs of all users including passenger cars, transit, pedestrians, bicycles, school buses, and freight vehicles.
- As a part of the 2020-2022 UPWP, CDTC staff is beginning an update to the Local Bridge Preservation Report and a region-wide signal timing initiative. CDM Smith will prepare the technical study "Identification of Bridge Preservation Candidates, Treatments, and Costs for Locally Owned Capital District Bridges: 2020 Update". Staff also prepared an inventory of locally-owned bridges and assessment of bridge conditions, and convened project steering committee comprised of local bridge engineers and DOT staff.

- CDTC solicited for and selected the City of Saratoga Springs and the Town of Glenville for ADA Self-Evaluation & Transition Plans for Pedestrian Infrastructure. This initiative will assist communities with improving ADA-compliance and increasing accessibility.
- CDTC began and continued work on several Linkage Projects, including the City of Albany Bicycle and Pedestrian Master Plan, the Village of Ballston Spa Bicycle and Pedestrian Master Plan, the City of Troy Hoosick Hillside Study, the Village of Menands Land Use Regulations Update, and the Scotia Downtown Connections Plan. Each of these studies promotes CDTC's regional understanding of the connection between transportation and land use.
- CDTC's Policy Board approved the Transportation & Air Quality Conformity Determination and the Environmental Justice & Title VI Analysis. The conformity determination process completed for the 2019-2024 A/GFTC and CDTC TIPs, the A/GFTC 2040 Ahead MTP, the updated CDTC New Visions 2050 MTP, and the Capital Program of Transportation Projects in Greene, Montgomery, and Schoharie Counties demonstrates that these planning documents meet the Clean Air Act and Transportation Conformity rule requirements for the 1997 ozone NAAQS.
- CDTA presented on their Public Transportation Agency Safety Plan and Safety Performance Targets to Planning Committee and Policy Board, and the Safety Plan was approved at the September 3rd Policy Board Meeting.
- Staff, with input from the Complete Streets Advisory Committee, continued development of the 2020 Complete Streets Workshop Series. The primary goal of the Workshop Series is to assist local governments in developing and implementing Complete Streets policies and projects. CDTC has developed a revised workshop format, renegotiated the consultant contract, and revised the sponsor application materials. Staff developed the materials for the 2020 Complete Streets Workshop Series Solicitation. CDTC, on behalf of local governments, will administer the consultant contract for the workshop series and serve as the project manager. CDTC's Planning Committee awarded workshops to the Village of Ballston Spa and Schenectady County.
- The U.S. Department of Energy's (USDOE) Clean Cities Program is a voluntary, locally-based government and industry partnership to advance economic and energy security by reducing the use of petroleum fuels in vehicles. CDTC has been leading the coalition for over 20 years in the Capital District, and is the only MPO in New York to directly host the Clean Communities Program. CDTC was invited to participate in a Clean Cities pilot contract which could allow coalitions more flexibility in the work they do. This new contract began February 2020. As part of the new contract, CDTC staff will provides feedback to the DOE on the contracting process itself though monthly phone calls and Pilot group meetings.

CAPITAL DISTRICT TRANSPORTATION COMMITTEE PROGRESS REPORT

April 1, 2020 - September 30, 2020

**FHWA Metropolitan Planning Funds (PL)
FTA Project NY 80-X030 (2020-21)
FTA Project NY 80-X029 (2019-20)
FTA Project NY 80-X028 (2018-19)
FHWA STP Project Development**

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 (USDOT), 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 (CDTC) staff, by the Capital District Regional Planning Commission (CDRPC) staff or by consultants. This is a progress report that includes all work completed in the six month period beginning April 1, 2020 and ending September 30, 2020.

44.21.00 PROGRAM SUPPORT & ADMINISTRATION

TASK 1.51 Committee Activities

Four Planning Committee meetings and two Policy Board meetings were held during the reporting period. Topics discussed included CDTC's New Visions 2050 Update, TIP Fiscal Constraint, TIP programming, TIP amendments, TIP projects, Complete Streets Workshops, ADA Transition Plans, Trail Feasibility Study Solicitation, FHWA/FTA Certification Review, Smart Communities grant program, the CDTC/NYS DOT/CDTA Performance Management Agreement, the CDTC/CDRPC Technical Assistance Program, Regional and Statewide Safety Plan and Performance Targets, CDTC's project delivery updates, and NYSDOT's project delivery schedule.

The Planning Committee approved 22 TIP amendments, as well as the EJ/Title VI Analysis, Final Draft New Visions 2050 Public Release, Draft Transportation/Air Quality Conformity Determination, Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Program, Continuing Operations Plan, CDTC/CDRPC Technical Assistance Program, UPWP Progress Report, CDTA Safety Plan, Final New Visions 2050, Final Transportation/Air Quality Conformity Determination, and a UPWP Amendment.

The Policy Board approved one (1) TIP amendment. Additionally, the Policy Board voted to approve the EJ/Title VI Analysis, Final Draft New Visions 2050 Public Release, Draft Transportation/Air Quality Conformity Determination, Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Program, Continuing Operations Plan, CDTC/CDRPC Technical Assistance Program,

UPWP Progress Report, CDTA Safety Plan, Final New Visions 2050 Plan, Final Transportation/Air Quality Conformity Determination, and Final Congestion Management Process.

Two special presentations were made during the reporting period by CDTA about their Safety Plan.

TASK 1.61 Certification Review

Every four years the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) conduct a federal certification review of CDTC's metropolitan planning process. The purpose of the review is to certify that CDTC as the MPO for the Capital Region of New York is satisfactorily meeting the planning requirements as defined in Federal laws and regulations. The process also provides FHWA and FTA the opportunity to add value to CDTC's planning process through the sharing of best practices, techniques, and technology.

The last formal USDOT certification review was scheduled to take place during the end of March 2020. Staff prepared for this certification by drafting responses to previous FHWA/FTA recommendations, developing program presentations, updating our members, and scheduling the required meetings for members and public input. Because of the coronavirus pandemic, this certification review was postponed to May 26-28, 2020. The review was conducted virtually at this time.

On September 22, 2020, we received a U.S. Department of Transportation (USDOT) letter informing us that the CDTC planning process was hereby certified effective September 22, 2020, along with a copy of the final Certification Review Report. Included in the Certification Review Report are ten (10) topic areas related to the federal metropolitan transportation planning process with twelve (12) recommendations for consideration in furthering program excellence, seven (7) commendations to recognize best practices, several notable practices, and no corrective actions.

The report recognized many noteworthy achievements. They include: 1) CDTC's high level of coordination and consultation in the transportation planning process, 2) CDTA's award in 2017 from the American Public Transit Association (APTA) for Outstanding Public Transportation System Achievement Award, 3) the 2016 Regional Freight and Goods Movement Plan which guided funding awarded to the Capital Region in the State Freight Plan, 4) CDTC's statewide leadership in Safety and the recent completion of the Local Road Safety Action Plan (2019), and 5) CDTC's commitment to the transportation planning process during this global pandemic.

The report thanked CDTC staff for their time and assistance in preparing for this Certification Review. It also noted that this has been a particularly challenging year with the global pandemic and controversies that have impacted many cities nationally, including the cities of the Capital Region, and that CDTC's review was the first virtual certification review in the state. As stated in the USDOT letter, "Additionally, the professionalism of the MPO staff and the products produced are clear examples of what good metropolitan planning processes can achieve."

TASK 1.64 Americans with Disabilities Act (ADA) Compliance

CDTC signed a consultant contract to conduct ADA Transition Plans for municipalities and released a solicitation for municipalities to participate. Staff sent the solicitation to all municipalities that have sidewalks. The Town of Glenville and City of Saratoga Springs submitted applications by the June deadline. The solicitation was left open for rolling applications. Both municipalities kicked off the project in a remote meeting to introduce municipal and partner stakeholders to the project. Over the

summer, the consultant set up a data collection system using ArcGIS Collector and Survey123. Toward the end of the reporting period, the consultant trained the Town of Glenville on the data collection tools, and the Town began collecting condition data. A training for the City of Saratoga Springs staff was scheduled for the beginning of the next reporting period.

CDTC continued to work with its website consultant to improve accessibility of the website. Staff also began to develop accessibility guidelines for staff use in creating documents and website materials, and provided project consultants with GIS layers of pedestrian infrastructure. Staff also updated CDTC's Regional Sidewalk Inventory using aerial imagery, reviewing all 77 municipalities and updating the database for sidewalks present since completion of Inventory in 2018.

TASK 1.65 Unified Planning Work Program Development

Staff developed the current 2020-22 UPWP in the previous year, which included several new requirements and additions including:

- Approval of the national performance measures for safety, infrastructure, reliability, and transit asset management
- An update of our Long-range Regional Transportation Plan, New Visions 2050
- An updated Public Participation Plan
- Several new Linkage Studies
- A Smart Cities Study
- Complete Streets Training
- Several CDTC/CDRPC Technical Assistance Projects

During this 6-month period staff worked on the several new initiatives in the 2020-22 UPWP including:

- ADA Transition Plan Assistance
- Local Bridge Preservation Report
- Regional Traffic Signal Timing Program
- Freight and Land Use Study
- Multi-use Trail Feasibility Study
- Bus Lane Feasibility Study
- A new NYSAMPO Shared Transit Service Planning and Analytics Initiative

During this period staff also continued work on several contracts including 3 related to Linkage studies, the New York State AMPO consultant contract, and Town of Colonie and Town of Malta GEIS efforts, and the pavement condition ratings for the City of Albany and the County of Albany.

Financial planning of CDTC activities was also a major effort. Four (4) FHWA, five (5) FTA, and three (3) STP billings were prepared and submitted to NYSDOT for reimbursement.

Progress of the UPWP was monitored through weekly staff meetings, and monthly staff accounting reports. Management staff reviewed UPWP task resource expenditures, and recommended minor adjustments.

TASK 1.66 Environmental Justice Compliance, Title VI, & DBE

CDTC remains in full compliance with Title VI and Environmental Justice (EJ) requirements, which 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.

The Equity Advisory Committee met three times during the reporting period. Staff continued to update the table of planning and construction projects underway in CDTC-designated environmental justice areas to share with the group at each meeting and post online. Staff completed a full draft of the Transportation and Poverty report and the group reviewed it in detail at its September meeting.

Public participation during COVID-19 social distancing was a significant topic during the reporting period. Since much of the planned input was moved online, people without Internet access or with intermittent access were less likely to be aware of input opportunities. The group reviewed materials prepared for CDTC planning studies and provided recommendations on additional outreach methods to utilize. The Advisory Committee discussed the Planning Committee's request to change the classification of the NY378 Troy Menands Bridge Study from "potentially negative" to "neutral" in the 2020 Environmental Justice/Title VI Analysis. The group also discussed the upcoming Rotterdam/Princetown Route 7 Freight Study.

CDTD staff also updated the Environmental Justice Mapping Templates with new data, updated the Linkage and Non-Linkage study Environmental Justice Analysis document template, and created Limited English Proficiency documentation and mapping templates for Linkage Studies.

CDTC continued to demonstrate success in DBE contracting and purchasing. The semi-annual report for April 1, 2020 and September 30, 2020 was prepared and submitted to NYSDOT. About 8.5% of FTA expenses and 22.1% of FHWA expenses were paid to Women Business Enterprises and/or Disadvantaged Business Enterprises between April 1, 2020 and September 30, 2020.

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

CDTC's *Continuing Operations Plan* – commonly referred to as the *Prospectus* – presents a detailed description of CDTC, its organizational structure and related responsibilities, as well as the procedures used to carry out the federally-mandated transportation planning process in the Capital District region. This document also provides an overview of how other agencies are involved in the regional planning process, and a brief description of the federal planning requirements and guidelines. Work on updating the 2011 Prospectus, including a financial operating plan and addressing new scenarios, began last year.

During this period substantial progress was made on this update, which included the final 2 new chapters which completed the Plan. The Planning Committee approved the draft 2020 Continuing Operations Plan at their meeting on May 6, 2020 and the Policy Board approved it at their meeting on June 4, 2020.

The final plan can be found on the CDTC website at:

https://www.cdtcmpo.org/images/what_is_the_cdtc/Final_Continuing_Operations_Plan_June_2020.pdf.

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.

Staff attended 24 weekly Executive Committee teleconference meetings, and 7 biweekly Directors/NYS DOT teleconference meetings.

CDTC continues to manage the statewide staff support contract, which is now provided by T.Y. Lin International.

TASK 1.69 AMPO/NYSAMPO/TRB Committees and Working Groups

CDTC's involvement in the national Association of Metropolitan Planning Organizations (AMPO) included the following:

CDTC's involvement in the New York State Association of Metropolitan Planning Organizations (NYSAMPO) included the following:

- Staff continued to coordinate with several NYS MPO's regarding obtaining access to NYSDOT's Non State Federal Aid Roadways pavement scoring data. Staff joined the newly created AMPO GIS Working Group and viewed the first webinar in 2019.

NYSAMPO Working Group Support: The primary goal of the working groups is to cooperatively identify and address opportunities and issues of statewide significance as they relate to New York's 14 MPOs. NYSDOT is also a participant. Below is a summary of the activity of the working groups for the last 6 month period:

- Bicycle/Pedestrian Working Group – 2 virtual working group meetings and 1 virtual subcommittee meeting
 - ❖ Participated in a subcommittee on bicycle and pedestrian counting programs.
 - ❖ Researched and developed materials on bicycle/pedestrian safety and e-mobility for the NYSAMPO website and a presentation for the Upstate APA Virtual Conference.
- Climate Change Working Group – 2 virtual meetings
 - ❖ Working with the Bike/Ped Working Group to compile information on new, e-mobility and its implications for cities and transportation systems
 - ❖ Working with the NYSDEC and NYSERDA to provide feedback on the Georgetown TCI Low Carbon Transportation Initiatives and coordinating to promote programs funded through the VW Settlement
- Freight Working Group – 2 web-conference meetings, on May 13, 2020 and July 8, 2020
 - ❖ Topics included Impacts of e-commerce and technology on goods movement & logistics, the effects of the COVID-19 pandemic on freight, freight planning for Upstate NY, and the TRANSEARCH/IHS Global Markit data set.

- ❖ A survey was conducted to assess the level of freight planning undertaken by MPOs in New York, and to identify training and future topics of interest.
- ❖ Statewide MPO training on the TRANSEARCH and IHS Global Markit data set was held on September 9, 2020
- ❖ Staff continues to serve as Chair of the NYSAMPO Freight Working Group.
- Transportation Systems Management & Operations Working Group – 2 teleconference meetings on June 9, 2020 and September 8, 2020
- Modeling Working Group – 6 web-conference meetings were held
 - ❖ Continued work as the advisory committee for UAlbany AVAIL research on the use of NPMRDS data set.
 - ❖ Developed presentations based on research on the latest findings in VMT trends, modeling uncertainty, and data visualization; and for COVID-19 pandemic-related travel changes.
 - ❖ A survey was conducted to assess how travel demand models are utilized by MPOs in NY and to identify training and future topics of interest.
 - ❖ Staff presented a methodology developed by CDTC to compare modeled traffic volumes with actual traffic volumes.
 - ❖ Staff serves as Vice-Chair of the NYSAMPO Modeling Working Group
- Safety Working Group (SWG) – 5 teleconference meetings
 - ❖ Developed with the Bicycle and Pedestrian Working Group a Shared Mobility Resource webpage on the NYSAMPO website including details regarding the April state legislation allowing e-bikes and e-scooters.
 - ❖ Developed social media kits for use by MPOs during May National Bike Month and June Pedestrian Safety Month, which was moved to October.
 - ❖ Three SWG members, including CDTC, provided input into NYSDOT's Roadway Safety Departure Action Plan in development and serve on the stakeholder committee.
 - ❖ Provided input on the CLEAR (Crash Location Engineering & Analysis Repository) activity dashboards being developed by NYSDOT.
 - ❖ Attended two virtual Traffic Records Coordinating Council meetings leading to the development of the FFY 2021 Traffic Safety Information Systems Strategic Plan completed in June 2020.
 - ❖ Reviewed open streets programs throughout the state to support the development of CDTC's Open Streets resource webpage.
 - ❖ Staff represented SWG on the NYS Pedestrian Safety Action Plan (PSAP) Implementation Committee which met monthly.
 - ❖ CDTC staff represents the SWG on the New York City MPO Safety Advisory Working Group and provided updates on transportation safety issues of statewide significance. Several teleconference calls were held and CDTC staff provided a presentation on Open Street Programs in upstate New York.
- NYSAMPO GIS Working Group – July 2020 virtual meeting
 - ❖ Provided NYSAMPO Directors with a list of impacts to MPO's resulting from not receiving Non-State Federal Aid Pavement Ratings data from NYSDOT.
- Transit Working Group – 2 teleconference meetings
 - ❖ Discussed Public Transportation Agency Safety Plans requirements and Transit Asset Management target setting best practices.
 - ❖ Members reviewed the statewide Mobility Services Program Request for Expressions of Interest and provided feedback to NYSDOT.

- ❖ Members provided detailed feedback and suggestions on the 5310 application and review process, and the NYSAMPO consultant compiled this information for submittal to NYSDOT.
- ❖ Began working on a COVID-based best practices for transit resiliency for MPO staff.
- ❖ Discussed a possible Shared Cost Initiative led by NYSDOT, “Shared Transit Service Planning and Analytics Initiative.” This will assess transit mobility planning and analysis tools and conduct pilot studies to apply the tools to ongoing MPO planning studies. Upon confirming mutual MPO interest, CDTC agreed to hold the contract on behalf of the MPO’s and NYSDOT, and NYSDOT began working with the MPO consultant to draft a Request for Proposals.

TASK 1.70 Public Participation

CDTC provided opportunity for public participation through the Policy Board, Planning Committee, advisory committees and task forces, Linkage Study outreach, and Capital Coexist programs. Public engagement also occurs via the CDTC website, social media, newsletters, direct mailings, and tabling at events.

During this period, CDTC staff completed the following:

- Managed and maintained an interactive funding poll that is integrated into the CDTC website as part of the Regional Transportation Plan outreach.
- CDTC staff updates Facebook, Instagram and/or 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. Following the launch of the new CDTC website, social media staff has made a concerted effort to drive traffic to the website with links to calendar postings and content. CDTC regularly produces and shares maps, the newsletter, and other materials as a way to bolster community awareness of the open resources CDTC has to offer the public.
- Developed a number of social media campaigns re: New Visions 2050.
- CDTC also supports other state and local agencies through social media such as NYSDOT, NYSDEC, CDTA, CDRPC, etc. and cross-promotes content on Twitter and Facebook.
- Staff amended the Public Participation Plan for the Regional Transportation Plan, *New Visions 2050* due to the implementation of NYS on PAUSE and appropriate social distancing guidelines.
- Virtual public involvement and other public participation tools were developed and integrated into the New Visions 2050 webpage.
- Launched a Virtual Public Involvement webinar series for New Visions 2050 and participated in several virtual presentations on New Visions 2050 for various organizations in the Capital Region.
- Continued to refine CDTC’s website through a contract with Creative Advantage and Web Instinct. Completed tasks include the development of a website embedded transportation

funding poll, refinement of the Transportation Improvement Program project search tool and numerous page updates.

- Drafted an updated Public Participation Plan.
- In response to COVID-19, CDTC established a COVID-19 resources page on its website, shifted in person meetings to virtual meetings via Zoom and YouTube live.
- June and September 2020 newsletters were printed and distributed to the approximately 1,700 address mailing list (includes hardcopy mail-outs and email).
 - ❖ Each quarterly newsletter includes articles from multiple CDTC staff members that highlight current CDTC projects and program accomplishments
- CDTC staff has begun to research new electronic newsletter distribution methods that could help better engage newsletter recipients and track interaction with newsletter articles.
- Ongoing work to maintain the CDTC website via consultant contract included the development of a new ADA compliant site to be launched fall 2020, repair and update of the TIP project search tool and format updates to several webpages.
- Staff developed a COVID-19 resource page and provided continuous updates to the public about CDTC operations during the pandemic.
- Staff began updating CDTC's master contact list which will continue into 2021.

TASK 1.71 Provision of Community Services

CDTC staff continues to provide traffic data and other limited technical assistance to businesses, developers, consultants, students, and community groups to support economic development and good normative planning in the region. Staff continued to inform communities about on-going projects and activities through distribution of newsletters, press releases, and paid advertisements. In addition staff met with business groups and individuals on non-policy oriented projects, and responded to several requests for TIP project information. Also, responded to several telephone calls and emails requesting general planning information. Packages of information were prepared and distributed as applicable. Some of the more notable requests included:

- Attended public hearings on various local and statewide issues affecting the transportation services.
- Provided CDRPC with CDTC GIS data for Bicycle and Pedestrian facilities
- Provided AGFTC with trails GIS data from CDTC's Regional Trails Plan

TASK 1.73 CDTC/CDRPC Technical Assistance Program

CDTC and CDRPC issued a solicitation for projects for the 2020-2021 Community Planning Technical Assistance Program. New eligible initiatives were added including transportation safety and operations planning such as crash data analysis, road safety assessments, traffic signal operational analysis, intersection analysis, before and after studies of capital projects, and the recommendation and scoping of ITS strategies. The submission deadline was set for April 3, 2020 but was pushed back to May 1st due to the COVID-19 crisis.

Work completed during the reporting period included:

- Town of Clifton Park – CDTC and CDRPC worked collaboratively on developing data and information to update sections of the Town of Clifton Park’s Western Clifton Park Land Conservation Plan & GEIS. CDTC developed a draft *Western Clifton Park Development & Conservation Transportation Trends Analysis* tech memo, including data collection, data analysis, and the accompanying narratives. Likewise, CDRPC developed an analysis of land development and land use trends in the Western Clifton Park GEIS study area.
- Town of East Greenbush – Staff conducted a feasibility assessment for Complete Streets implementation on Gilligan Road in the Town of East Greenbush. The goal of this project is to identify multimodal improvements that will improve safety and mobility on Gilligan Road for all roadway users. Staff completed an Existing Conditions Assessment which included analysis of crash data, traffic volumes, and ROW availability. Staff assisted Town in preparing consultant minibid and began compiling recommendations. Work is ongoing; completion is expected in December 2020.
- Town of Glenville – The Town of Glenville has requested analysis of its Comprehensive Plan and Zoning regulations as they pertain to land development along a portion of NYS Route 50. CDTC staff completed a transportation assessment of the corridor, which included analysis of existing conditions, crash data analysis, and recommendations for multimodal enhancements and access management improvements. Further recommendations relating to land use and stormwater management are being prepared by CDRPC staff. The analysis and recommendations shall be brought to the Town’s Code Review Committee for consideration in November.

TASK 1.75 Linkage Program Administrative and Technical Support

Linkage Study progress was monitored through monthly updates of a rebranded “Status of CDTC Planning Initiatives” table provided to the Planning Committee and the Policy Board. Additional tasks related to Linkage Program administration include:

- CDTC awarded funding to three new Linkage projects in 2020: 1) Village of Ballston Spa: Pedestrian and Bicycle Master Plan and Linkage Study, 2) Village of Menands: Land Use Regulations Update and 3) Village of Scotia: Downtown Connections Plan.
- CDTC developed solicitation material for the 2021-2022 fiscal year which will be issued in October.
- Three Community Planner Forum meetings were held (April, June and September) with numerous presentations including the NYStretch Energy Code-2020, New Visions 2050, Public Meetings during the COVID Crisis, Municipal Smart City Street Light Conversion & Evolving Technology Guidebook, Traffic Estimation in Development Review, Integrating Transportation Demand Management (TDM) into Local Land Use Policy, Open Streets, Shared Mobility and Land Use Regulations and the Capital. District Atlas.
- Staff is updating the Linkage project interactive map and related project summary documents.
- Staff attended the Virtual American Planning Association national planning conference.
- Staff continues to maintain the Linkage Program Interactive Map on the CDTC website.
- Updated the Linkage Environmental Justice Analysis document template.
- Provided Environmental Justice and Environmental Mitigation Mapping for the Hoosick Hillside Study.
- Updated the Master GIS Linkage Study database.

- Provided staff Environmental Justice and Limited English Proficiency percentages for 2020 Linkage Studies.
- Updated the Linkage Environmental Justice and Environmental Mapping Templates.
- Created Limited English Proficiency documentation and mapping templates for Linkage Studies.
- Created Environmental Justice and Limited English Proficiency Mapping for the 2020 Linkage Studies.

44.22.00 GENERAL DEVELOPMENT & COMPREHENSIVE PLANNING

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 VMT forecasting, the maintenance of the Congestion Management System Plan, the STEP model calibration and validation, and individual project level analysis. Data collection 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 was unusually light, and included:

- Continued to collect photographs of completed transportation projects. The goal is to create a catalogue of photographs of planned and completed Transportation Improvement Program projects that can be used to tell the story of development in the Capital District.
- Confirmed trip generation of recently completed development projects.
- Conducted bicycle, pedestrian, trail, and infrastructure counts to better inform staff and members about projects and studies.

TASK 2.28 Census

Staff provided NYSDOT with Urbanized Area Boundary Maps, provided the Town of Guilderland with information, guidance, maps and data for a possible Functional Classification Change request/realignment of Rapp Road in the area of Crossgates Mall and the Rapp Road Historic District. Staff also facilitated communication between the Town of Guilderland, NYSDOT Main Office Highway Data Services Bureau and NYSDOT Region 1 staff on the possible implications to the functional classification of Rapp Rd as a result development in the Rapp Rd corridor. CDTC continued to keep abreast of issues and news related to the 2020 Census, including data privacy & accuracy issues and future GIS and tabular data products.

Work completed during this reporting period by Capital District Regional Planning Commission (CDRPC) includes:

- CDRPC updated its website to make data products more accessible while providing more regular data updates through Data Blast emails.
- CDRPC developed *the Capital Region Community Indicators Dashboard* alongside the AVAIL team, incorporating Census Data into online maps and profiles for communities and the entire Capital Region. Through this project, regional community fact sheets are available.
- A Green Infrastructure Code Audit tool has been converted to an online tool that can be used by municipalities planning roadway improvements. Additional model local law and guidance materials have been drafted for this project.
- Responded to data requests from public and private entities including local governments, nonprofits, and professional organizations.
- Participated in Census trainings and are coordinating with federal, state and local officials on the 2020 Census. CDRPC has registered for the PSAP process and is working closely with CDTC in the updates.

TASK 2.29 Geographic Information Systems (GIS)

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, CDTC's GIS tasks that were completed or are underway include:

- Performed GIS management activities, including data backups and database maintenance. Maintained and updated databases on CDTC's GIS Server. Provided GIS/GPS technical support, training and assistance to staff. Shared GIS data files and information with staff, municipalities and consultants. Managed GIS Software and coordinated GIS setups for staff.
- Updated CDTC's GIS User Guide and CDTC's GIS Basemap Files Directory.
- Updated and added content to CDTC's Maps page on website.
- Continued to learn and Use ArcGIS Pro software.
- Received updated GIS Software licenses from NYSDOT.
- Downloaded/Received various updated databases and new databases/GIS files, including; July 2020 CDTA Bus Routes and Bus Stops, Adirondack Land Trust Sites, 2019 NYS State-Owned Tax Parcels, April & July 2020 NYS Streets, USA EPA Smart Location Database, and 2019 Tax Parcel Centroid Points for Albany, Rensselaer, Schenectady and Saratoga Counties.
- Responded to various data/map requests internally and externally.
- Updated and maintained CDTC's ArcGIS Online Mapping Applications.
- Researched and explored GIS Software and GIS applications including; QGIS and ESRI's ArcGIS QuickCapture.
- Created new GIS data and performed updates to existing major GIS databases, including trails, sidewalks and bicycle infrastructure.
- Received the following free virtual GIS Training; ESRI's Online Cartography Course, ArcGIS Online Creating Dashboards Tutorial and ESRI's Online Going Places with Spatial Analysis Course.
- Attended the following free virtual GIS conferences and events; ESRI Annual User Conference, ESRI Quick Capture Webinar, Making Accessible Maps Webinar, QGIS

Webinar, Spring NEARC 2020, Open Source GIS podcast and Spring MACURISA 2020.

CDRPC's GIS tasks that were completed or are underway include:

- Continued to update and maintain its GIS, utilizing the system for internal project analysis, and to provide GIS products and services to local governments, agencies and citizens on request.
- CDRPC published the 2020 Capital Region Atlas. These maps provide a visual reference for various Census data sets as well as parcel, satellite, and other environmental data sources. This data is classified into six different categories: Regional Development, Land Use, Housing, Demographics, Transportation, and the Environment.
- CDRPC worked with regional partners and stakeholders to develop the Capital Region Community Indicators Project, which incorporates API census data and manually collected data to provide Capital District communities with maps and overviews of various indicator metrics.

TASK 2.30 Highway Condition Inventory

CDTC continued to collect data for its Highway Condition Inventory. Survey crews were organized and staff participated in field work.

Staff continued to build, update and maintain master databases and maps for the Routine Highway Condition Inventory.

2019 Non-State Federal Aid Pavement Condition Survey

CDTC staff performed the following work:

- Performed program management tasks.
- Completed post-processing of data and field checks.
- Produced Regional map and data file.
- Sent final materials to staff for processing and creation of charts and graphs.

NYSDOT 2018 Non-State Federal Aid Pavement Ratings

CDTC staff continues to request this data from NYSDOT.

- Downloaded 2018 HPMS data for all federal aid roads with IRI scores

TASK 2.30.1 Highway Condition Inventory – Albany County

2020 Albany County Pavement Condition Survey

CDTC staff performed the following work:

- Performed program management tasks
- Prepared the 2020 database for data collection
- Obtained 2020 improvement program from Albany County
- Transferred the database to the GPS unit
- Managed field staff

44.23.01 LONG-RANGE TRANSPORTATION PLANNING – System Level

TASK 3.11 STEP Model Development and Maintenance

Work continued 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.

Staff finalized an update to the STEP travel demand model network and inputs. Staff has made many refinements to the modeled roadway network. Staff has continued the development of a more rapid, semi-automated, methodology for comparing modeled traffic volumes and actual traffic volumes. The modeled traffic volumes and networks are now more accurate than in previous iterations. Staff finalized the update to the Validation of the CDTC STEP Model documentation.

Staff continued to coordinate with NYSDOT to utilize the 2018 National Household Travel Survey (NHTS) MPO add-on data for travel demand modeling purposes.

TASK 3.21 Energy, Climate Change, Air Quality, and Environment

Because the Albany-Schenectady-Troy area is in attainment for the 2008 8-Hour Ozone NAAQS, based on a previous rule, CDTC has not been required to make a transportation conformity determination under the new ozone standard since 2013. However, a decision by the U.S. Court of Appeals for the D.C. Circuit in the case of South Coast Air Quality Management District v. EPA addressed implementation requirements for the 2008 ozone NAAQS and requirements associated with the revocation of the 1997 NAAQS. As a result, an air quality conformity determination for CDTC TIP and New Visions Plan updates are now required.

CDTC staff had discussions with FHWA and Adirondack-Glens Falls Transportation Council to prepare for this conformity analysis. With help from the NYSDOT Environmental Science Bureau, CDTC prepared a draft conformity statement.

The New Visions 2050 Plan update projects, plans, and policies are exempt for transportation conformity as per 40 CFR Part 93, 6 NYCRR Part 240, and the interagency consultation process. An updated list of TIP projects and their exempt codes were attached to the conformity statement.

The draft conformity document underwent interagency review and all comments received were incorporated in the final documentation. Consistent with planning rule requirements in 23 CFR Part 450, the public was provided an opportunity to review and comment on the draft conformity determination and supporting documentation in June 2020. The draft conformity documentation and project lists were posted to the A/GFTC, CDTC, and NYSDOT web sites.

The conformity determination process completed for the 2019-2024 A/GFTC and CDTC TIPs, the A/GFTC 2040 Ahead MTP, the updated CDTC New Visions 2050 MTP, and the Capital Program of Transportation Projects in Greene, Montgomery, and Schoharie Counties demonstrates that these planning documents meet the Clean Air Act and Transportation Conformity rule requirements for the 1997 ozone NAAQS.

Staff updated the Environmental Mitigation Mapping template and created a new version using ArcGIS Pro software, and created Environmental Mitigation mapping for the Hoosick Hillside Linkage Study.

TASK 3.31 Infrastructure & Finance Planning

As part of the New Visions 2050 Long-Range Plan, the Infrastructure White Paper was updated and subsequently approved at the September 2020 CDTC Policy Board Meeting. The infrastructure white paper documents the current conditions of transportation infrastructure in the CDTC region and presents recommendations for maintaining state of good repair.

During the reporting period, the following work has taken place:

- Continued pavement and bridge condition data collection and analysis.
- Continued analysis of long-term funding needs and funding opportunities.
- Continued analysis of both New Visions and federal infrastructure performance goals and targets.
- Prepared RFQ/REI for the technical study “Identification of Bridge Preservation Candidates, Treatments, and Costs for Locally Owned Capital District Bridges: 2020 Update”. Prepared inventory of locally-owned bridges and assessment of bridge conditions. Convened project steering committee comprised of local bridge engineers and DOT staff. Conducted consultant selection process; CDM Smith selected. Project kickoff scheduled for November.

TASK 3.41 New Visions & RTP Refinement

The development of the draft New Visions 2050 Plan was a significant effort that involved the entire staff. The Plan was an update of the New Visions 2040 Plan. Eleven committees were used to develop technical papers for eleven different topic areas which were included as appendices to the final Plan. The eleven committees include seven existing advisory committees and task forces and four task forces established for the update. These committees included a broad representation of community stakeholders who provided input to the Plan update. Staff efforts to prepare the technical papers and to engage with committees for input were extensive and comprehensive. A total of seventeen documents were developed by CDTC staff.

Quality Region Task Force White Paper - For the New Visions 2050 plan the Quality Region Task Force was replaced by the CDTC Policy Board. The Policy Board was asked to examine issues relating to the region’s quality of life for the New Visions Plan update, and to make recommendations for policies and actions for the New Visions 2050 Plan.

Infrastructure White Paper - Infrastructure work for the New Visions 2050 Plan was guided by the Infrastructure Task Force. The principle of preserving and managing the region’s transportation system continues to be CDTC’s highest stated priority. CDTC’s investment strategies indicate that preservation has higher priority than investment in expanded capacity and has the first claim on available resources.

Transit White Paper - The Task Force was reestablished to support the development of a Transit White Paper for the New Visions Regional Transportation Plan update. The update focused on public transit provided by the Capital District Transportation Authority (CDTA) as well as other providers of public transportation in the Capital Region. The Task Force met bi-monthly to review the status of transit recommendations in the current regional plan, review what has changed since the

current plan was adopted and develop a new set of recommendations to be considered for incorporation into the new plan. Transit data, regional transit system changes, demographic data, development scenarios and federal transit performance measures were all considered. The updated Transit White Paper supported the update of New Visions and the Capital District Transportation Authority's (CDTA) Transit Development Plan.

Mobility Management White Paper: The Past, Present and Future of Transportation Demand Management in the Capital Region - Staff convened a new task force for New Visions 2050, the Mobility Management Task Force, to assess existing TDM efforts of municipalities, employers, developers and property managers in the region. The task force gave recommendations on how best to increase support for TDM.

Safety & Security White Paper - The Regional Operations & Safety Advisory Committee provided input to this White Paper. The Safety and Security White Paper describes the progress made over the last five years to improve transportation system safety and security, describes the availability of funding and how that funding is being used, reviews emerging regional and national trends in safety and security planning and recommends a new set of strategies and actions to be considered for incorporation into New Visions 2050.

Regional Operations and Travel Reliability: CDTC's Congestion Management Process - This paper will serve as an update to the CDTC *Congestion Management Process* (CMP). The Advisory Committee considered ways in which the CMP could be updated and strengthened. The National Performance Management Research Data Set (NPMRDS) was used to prioritize congestion locations and to measure reliability. The Regional Operations & Safety Advisory Committee provided input to this White Paper.

Complete Streets White Paper - The Complete Streets Advisory Committee completed this white paper, which renews CDTC's commitment to complete streets and includes recommendations and performance measures.

The Bicycle and Pedestrian White Paper - This paper is also referred to as the "Bicycle and Pedestrian Action Plan." It was developed by staff with input from the Bicycle and Pedestrian Advisory Committee. This document reviews the status of the New Visions 2040 performance measures and goals, outlines the region's accomplishments and complete tasks that have contributed to those goals, and reviews local and national bicycle and pedestrian planning trends.

Coordinated Public Transit Human Services Transportation Plan - This document will be incorporated into the New Visions 2050 Plan.

Freight White Paper - In 2015, CDTC developed a Freight and Goods Movement Study to better understand the role and profile of freight transportation throughout the region. In 2016, the CDTC Policy Board adopted the Regional Freight Plan ("Freight Plan"). For this effort, the Freight Plan's underlying data and assumptions were considered relevant and mostly accurate. The Freight Advisory Committee (FAC) served as the steering committee for the development of the Freight White Paper.

Environment & Technology White Paper - This paper explores transportation planning strategies and actions for preserving the natural environment and building a more resilient transportation system. It also evaluates emerging technologies, how they could shape travel behaviors and future infrastructure as well as how they can be leveraged to improve mobility, or the ability of Capital

Region residents to get where they need to go, most efficiently. It was developed by staff with review and input from the Smart Communities Task Force.

Financial Plan - This Plan demonstrates how the New Visions 2050 Plan recommendations can be implemented based on system level estimates of costs and reasonably expected revenues. Fiscal constraint requirements are critical to ensuring that the long-range plan is credible and that it provides realistic expectations to what can be accomplished - not simply a wish list that has little chance of being advanced.

A draft Summary Plan document was prepared based on the technical papers. A special meeting of the Planning Committee was held in January to present the draft Plan and technical papers to the Planning Committee. The draft Plan was approved for public review by the Planning Committee in February and by the Policy Board in March.

An extensive public engagement process was developed, then amended due to COVID-19. The Public Participation Plan ensures the community has a voice in the development of the 2050 Plan by creating opportunities to be informed and engaged throughout the planning process in the way that is convenient and understandable to the public (see details in Task 1.70).

After a comprehensive public comment period, the Final Plan was presented to Policy Board in September and adopted. The next steps include developing implementation initiatives, including a Virtual Learning Series, virtual trainings, and continuing contact with the public to receive feedback on ongoing transportation trends and issues. CDTC continues to monitor mobility impacts of COVID-19 and plans to make amendments to the plan accordingly, including a Resiliency chapter.

TASK 3.51 Performance-Based Planning and Programming

Performance-based planning refers to practices that apply system level, data driven performance management principles to transportation policy and investment decisions. CDTC has long employed a data and performance driven approach to transportation planning, and has been practicing performance based planning in particular since the adoption of the first generation New Visions Plan in 1997.

Recent federal transportation bills including MAP-21 and the FAST Act have shown new light on the importance of such efforts, and required MPOs across the country to take a performance based approach in order to increase the accountability and impact of transportation investments. Chapter 23 part 150(b) of the United States Code [23USC §150(b)] includes the following seven national performance goals for the Federal-Aid Highway Program:

- Safety – To achieve a significant reduction in traffic fatalities and serious injuries on all public roads
- Capital Assets Condition – To maintain the highway infrastructure and transit capital asset systems in a state of good repair
- Congestion Reduction – To achieve a significant reduction in congestion on the National Highway System (NHS)
- System Reliability – To improve the efficiency of the surface transportation system
- Freight Movement and Economic Vitality – To improve the national freight network, strengthen the ability of rural communities to access national and international trade markets, and support regional economic development

- Environmental Sustainability – To enhance the performance of the transportation system while protecting and enhancing the natural environment
- Reduced Project Delivery Delays – To reduce project costs, promote jobs and the economy, and expedite the movement of people and goods by accelerating project completion through eliminating delays in the project development and delivery process, including reducing regulatory burdens and improving agencies' work practice

On the public transportation side, transportation performance management shall be utilized to advance the general policy and purposes of the public transportation.

CDTC has adopted statewide performance measures and targets that correspond to these national performance goals and developed specific objectives and corresponding performance measures for each CDTC program area as part of the New Visions Long Range Plan to further integrate the performance based planning approach into the long range planning process.

During the reporting period, the following work has taken place:

- CDTC staff continued performance measures data collection for New Visions performance measures and State performance targets.
- Data collection includes regional summaries for the USDOT established, and CDTC adopted, reporting measures for:
 - ❖ HSIP and Highway Safety
 - ❖ Transit Asset Management
 - ❖ Transit Safety (required after July 20, 2021)
 - ❖ Pavement and Bridge Conditions
 - ❖ System Performance (reliability)
 - ❖ Freight Reliability
 - ❖ Congestion Mitigation and Air Quality
- Data is also continuously collected and analyzed for over 50 CDTC-specific performance measures corresponding to each of the 13 New Visions planning and investment principals.
- CDTC Staff attended the “FHWA Assessment on the Effectiveness of PBPP in Transportation Decision Making at State DOTs and MPOs” peer exchange on August 25, 2020.
- The Final CDTC System Performance Report was approved with New Visions 2050 at the September 2020 Policy Board Meeting.
- CDTA Public Transportation Agency Safety Plan and Safety Performance Targets were approved at the September 2020 Policy Board Meeting.

44.23.02 LONG-RANGE TRANSPORTATION PLANNING – Project Level

TASK 3.12 I-787 Livable Corridor Study

The final report was complete in early 2019. The report is available on CDTC’s website. Discussions were held with community stakeholders on implementation activities related to the study.

TASK 3.22 Regional Operations and Congestion Management

The Regional Operations and Safety Advisory Committee met once during the reporting period. The committee served as an Advisory Committee for the development of the Regional Local Roads

Safety Plan. The committee reviewed and commented on the *Draft Regional Operations and Travel Reliability: CDTC's Congestion Management Process* and the *Safety & Security White Paper*. The committee also served as a forum for discussing the impact of COVID on regional transportation and analysis of COVID monitoring data.

Other work completed during the reporting period included:

- Attending and presenting at monthly NYSAMPO Modeling Working Group meetings
- Collaboration with DOT staff on planning a Traffic Incident Management (TIM) committee for the Capital Region. Attended a Western NY TIM Committee meeting
- Development of a CDTC Inventory of Signalized Intersections, a GIS system for inventory of all state and local traffic signal systems, to be used for future operations planning purposes
- Compilation and analysis of various transportation data sources for monitoring the impact of COVID on regional transportation; presentation of data to various groups including ROSAC, the Freight Working Group, and the AVAIL Modeling Working Group
- Updating the Intelligent Transportation System Priority Network GIS layer and online mapping application
- Completion of four CITE operations training courses: TSMO 101, Communicating Value of TSMO, and Integrating TSMO into Your Agency, and Solving the Mobility Problem

TASK 3.32 Regional Signal Timing Program

For this task, CDTC staff shall establish a Regional Traffic Signal Timing Program, through which local public agencies can partner with CDTC to implement optimized timing plans on signalized roadways. This task was placed on hold due to the impact of COVID on traffic; no work was conducted during this reporting period.

44.24.00 SHORT-RANGE TRANSPORTATION PLANNING (SRTP)

TASK 4.17 Complete Streets & Arterial Management

CDTC's Complete Streets Advisory Committee (CSAC) met in July and September 2020. Topics discussed include upcoming paving and signal projects, TIP project tracking, progress on the regional complete streets guidelines/complete streets toolkit, progress on New Visions 2050, and CDTC's 2020 Complete Streets Educational and Technical Workshop series.

Staff completed a draft of the introductory chapter of the Complete Streets Design Guide, which will assist agencies in planning, designing and operating transportation facilities consistent with complete streets policies. Tracking of completed TIP projects with some complete streets elements continued with photo/video documentation of T109 Washington/Western BRT Phase 1 (CDTA), S223 Broadway and Guilderland Ave (City of Schenectady), SA279 North Central Avenue Pedestrian Safety (City of Mechanicville), SA304 NY 146/NY 146A Intersection: Safety Improvements (NYS DOT), and R318 East Street from Partition St. to Third Ave.: Reconstruction (City of Rensselaer). In addition, staff compiled a list of inconsistencies found between project application and completion and discussed potential mediating factors to improve complete streets implementation with the Advisory Committee.

Staff, with input from the Complete Streets Advisory Committee, continued development of the 2020 Complete Streets Workshop Series. The primary goal of the Workshop Series is to assist local governments in developing and implementing Complete Streets policies and projects. CDTC has

developed a revised workshop format, renegotiated the consultant contract, and revised the sponsor application materials. Staff developed the materials for the 2020 Complete Streets Workshop Series Solicitation. CDTC, on behalf of local governments, will administer the consultant contract for the workshop series and serve as the project manager.

CDTC staff sent out a local government solicitation package on April 2, 2020, with a submission deadline of June 19, 2020. The package included information for potential Workshop Series hosts, including application details, and descriptions of the four (4) different workshop types (Basics, Policy Development, Implementation, & County/Region-wide). When completing the application to host a workshop, the applicants proposed a workshop type and committed to assisting with meeting logistics, including ensuring key stakeholders will attend.

The applications were reviewed by a regional agency selection committee with representatives from CDTC, CDTA, NYSDOT Region 1, and CDRPC. The committee selected applications from the Village of Ballston Spa and Schenectady County. The workshops will be held during Winter 2020-2021.

CDTC is still accepting applications to host a Complete Streets Workshop. CDTC has implemented a rolling deadline for the program and can award one (1) more workshop. The application period will remain open until the Selection Committee has deemed one (1) more workshop worthy of awarding a workshop. CDTC will convene the Selection Committee on an as-needed basis.

TASK 4.21 Freight Planning

The Freight Advisory Committee (FAC) held two meetings during the reporting period. The May 20, 2020 meeting focused on the impacts of the COVID-19 pandemic on travel, including a mode-by-mode discussion of implications. The August 19, 2020 meeting featured a presentation from Dave Schmitz, Director of Transportation for the Price Chopper/Market 32 supermarket chain, on the impacts of the COVID-19 pandemic on their operations. CDTC continues to encourage participation on the FAC, particularly from private sector freight interests, and continues to reach out to new potential members.

Staff continues to promote the projects in the Regional Freight & Goods Movement Plan (March 2016), and responds to freight-related data and planning information requests on an as-needed basis. Staff chairs the NYSAMPO Freight Working Group. Staff continues to participate in all available FHWA Talking Freight Seminars and any other freight-related training opportunities. Staff participated in all available forums for discussing the effects of the COVID-19 pandemic on the supply chain and movement of freight.

Staff finalized the development of the Freight White Paper, a component of the New Visions 2050 Update. The purpose of the Freight White Paper is not to replace the Freight Plan, but rather to review and update the status keys elements of the plan as part of the New Visions 2050 process. The Freight Advisory Committee (FAC) served as the steering committee for the development of the Freight White Paper. The Freight Priority Network, freight performance measures, and freight-related policies, projects, and programs were updated. Freight current and emerging issues and trends were identified and addressed. Staff also developed a freight and environmental justice analysis.

Staff began the development of the *NY 7 Freight & Land Use Study*. A memorandum of understanding was executed between CDTC, the Town of Rotterdam, and the Town of Princetown. The primary purposes of the *NY 7 Freight & Land Use Study* are to:

- Examine current and future land use in the Study Area, particularly as it relates to freight-intensive land uses, and make recommendations to enhance the coexistence of a wide range of uses;
- Examine the circulation of vehicles in the Study Area, especially freight vehicles, and make recommendations to improve circulation and mitigate any negative impacts;
- Assess the impacts of the revised travel patterns to/from the New York State Thruway's Exit 25A Longer Combination Vehicle (LCV)/Tandem Assembly Area, and make recommendations to mitigate negative impacts and improve operations for its users;
- Assess the supply and demand for truck parking, and make recommendations to alleviate demand and improve truck parking in the Study Area; and,
- Develop recommendations that serve the transportation needs of all users including passenger cars, transit, pedestrians, bicycles, school buses, and freight vehicles.

Staff coordinated with the Towns to develop a draft Request for Expressions of Interest (REI) including a scope of work. NYSDOT Region 1, the NYS Thruway Authority, and Schenectady County are currently reviewing the draft REI.

Staff obtained access to the 2018 IHS Markit TRANSEARCH data set, including the Surface Transportation Board (STB) waybill sample. NYSDOT purchased the TRANSEARCH data set and made it available to all New York State MPOs. The data set provides freight flows by mode at the county level. Staff participated in TRANSEARCH training on September 9, 2020.

Staff continued to build a working relationship with Freight and Logistics experts at the Rensselaer Polytechnic Institute (RPI). Staff participated in RPI led freight projects initiatives:

- NCHRP 08-111 Effective Decision-Making Methods for Freight-Efficient Land Use
- Collaborative Approaches to Energy-Efficient Logistics in the Albany - New York City Corridor, and
- 2018 Volvo Research and Education Foundation (VREF) Advanced Studies Institute on Sustainable Urban Freight Systems (VASI-SUFS)

Staff also updated the GIS layer and online interactive mapping application for the Freight Priority Network.

TASK 4.23 Every Day Counts Initiative

CDTC staff continues to receive, review, and distribute the "EDC News" email sent by the Federal Highway Administration (FHWA) Center for Accelerating Innovation and other relevant correspondence and emails to staff and NYSAMPO Directors. Staff also attended several EDC webinars.

Staff forwarded information on the new Every Day Counts Round 5 innovations to staff and NYSAMPO Directors.

Staff attended the National STIC Network Virtual Meeting on April 23, 2020 and the EDC Round 6 Virtual Launch Executive Session on September 23, 2020.

TASK 4.25 Energy Efficient Logistics Grant

Staff participated in the development of the Collaborative Approaches to Energy-Efficient Logistics in the Albany - New York City Corridor project. The project is being developed by the Rensselaer Polytechnic Institute (RPI) with funding from the US Dept. of Energy.

Staff has worked with the project team and private sector freight stakeholders to develop further initiatives in the region. Staff has participated in the steering committee and stakeholder

TASK 4.30 Smart Communities

CDTC launched a Smart Communities Task Force in March 2018. The objective of the Task Force is to identify projects for funding that integrate technology into transportation systems and improve operations, safety, and mobility. The Task Force met four times since launch.

As part of this program CDTC has provided funding support to the City of Saratoga Springs for the development of the Municipal Smart City Street Light Conversion & Evolving Technology Guidebook. The Guidebook was finalized in June. The consultant team and CDTC presented on the Guidebook at several virtual meetings and webinars.

TASK 4.60 Capital Coexist

Staff maintains a page on the CDTC website about the Capital Coexist safety campaign. CDTC honors requests for printed materials such as the activity and comic books as well as posters, palm cards, reflective zipper pulls, LED lights, etc. by organizations for bicycle and pedestrian related events throughout the region as part of its education and outreach efforts.

CDTC purchased a series of webinars from the Association for Pedestrian and Bicycle Professionals (APBP) for the “Capital Coexist 2020 Education Series”. CDTC has served as a host site for these webinars since 2016 and invites members of various advisory committees to attend at no cost. On occasion, CDTC will also host and/or provide registration information to members on related Pedestrian & Bicycle Information Center, Institute of Transportation Engineers, and FHWA webinars, as part of the Education Series, as well.

In December 2018 CDTC launched the “Traffic Safety Ambassador Program” (mini-grants) providing \$25,000 in Federal funding, annually, toward 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

After releasing a solicitation for projects, CDTC received 10 project proposals in February 2020 and chose 8 projects, totaling just under \$25,000. These projects include a variety of bicycle and pedestrian safety training, events, and demonstrations. Due to COVID-19, 4 of the planned projects cancelled and will re-submit for the 2021 grants. The remaining project sponsors must complete their projects by December 31, 2020.

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) met four times during the reporting period to discuss all aspects of bicycle and pedestrian projects, programs, and policies. Meetings featured presentations on various topics including the New Visions plan documents & materials, the Guilderland Trails Plan, the YMCA Complete Streets Partnership, and a Shenendehowa student presentation on bicycle and pedestrian planning work they have been doing related to their school campus. Work completed by the staff includes the following:

- Continued to manage Trail Map requests and Map Distribution database. The last copy of the 2010 Mohawk-Hudson Bike-Hike Trail Map was distributed. This map is no longer in print. Worked with bike/pedestrian staff on several data collection and mapping initiatives. Attended Bike/Pedestrian Task Force meetings. Responded to several trail data requests.
- Continue to enhance and update existing GIS databases of trail and pedestrian facilities for use in future trail mapping and bike/pedestrian related projects.
- Continued indexing existing data files to determine the location of on the pavement bicycle infrastructure in the region, such as bicycle lanes and sharrows. Created a GIS-based Bicycle Infrastructure database and included the information in a data request to CDTC's BPAC.
- Continued to enhance and update existing GIS databases of trail and pedestrian facilities for use in future trail mapping and bike/pedestrian related projects.
- Continued creation of Crosswalk GIS database. Data consolidation of existing data from various GIS layers is ongoing.
- Continued development of the GIS-based Bicycle Infrastructure database. Received feedback from CDTC's Bicycle Infrastructure Data request from NYSDOT and the Town of Clifton Park. NYSDOT data pertaining to treatments for on-road sections of the Empire State Trail were added to CDTC's Bicycle Infrastructure GIS database.
- Planned and hosted six virtual Bicycle and Pedestrian Advisory Committee meetings.
- Provided technical assistance to various towns, cities, and villages on bicycle and pedestrian planning issues.
- Conducted 6 trail counts and extrapolated data to create trail profiles for 3 separate facilities

TASK 4.68 Capital District Trails Plan Implementation

The Capital Region has over 100 miles of multi-use trails. CDTC has measured use and opinions on trails in 2006 and 2016. This data was used for the draft Capital District Trails Plan which was released in early 2019, an update to the 2007 *Tech Valley Trails* greenway vision. CDTC contracted with a consultant team led by Behan Planning in late 2017 to begin the planning process. This project included 5 tasks:

1. Regional Greenway & Trails Vision
2. Regional economic impact analysis of greenways and trails
3. Best Practices for Trail Management & Maintenance
4. Branding and marketing plan for the Capital Region trail system
5. Drone imagery & videography

After a series of stakeholder and county meetings, a draft plan and video were released in the fall 2018 and the final Capital District Trails Plan was released in January 2019.

Other follow up activities related to the release of the trails plan have included:

- Provided technical assistance to communities on trail plans and communities implementing projects proposed in the regional trails plan.
- Staff participated on Glenville's Study Advisory Committee for the Town Trails Plan.
- Released a solicitation for Trail Implementation Studies.
- Evaluated five proposals, coordinated an evaluation committee and selected a project to recommend for funding.

TASK 4.70 Clean Communities

The U.S. Department of Energy's (USDOE) Clean Cities Program is a voluntary, locally-based government and industry partnership to advance economic and energy security by reducing the 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. CDTC has been leading the coalition for over 20 years in the Capital District, and is the only MPO in New York to directly host the Clean Communities Program.

CDTC was invited to participate in a Clean Cities pilot contract which could allow coalitions more flexibility in the work they do. This new contract began February 2020. As part of the new contract, CDTC staff will provide additional feedback to the DOE on the contracting process itself through monthly phone calls and Pilot group meetings.

CDTC staff participates in USDOE monthly conference calls with other Clean Cities coordinators from the Northeast Region

Other Clean Cities activities and tasks completed during this reporting period include:

- CDCC staff coordinated with Capital CarShare to hold a listening session to gather feedback from the typical users of their electric vehicle. (July 9, 2020).
- CDCC staff coordinated with other NYS CC coordinators to host a Battery Electric Bus funding webinar (June 25, 2020).
- CDCC held a 2nd Quarter stakeholder meeting on June 25, 2020.
- CDCC staff attended a virtual Annual National Clean Communities Conference from 8/11/2020 – 8/13/2020.
- CDCC staff recorded and edited a Virtual Ride and Drive Event for National Drive Electric Week (NDEW) in lieu of an in-person ride and drive event.
- NDEW flyer was distributed to stakeholders highlighting current conditions for electric vehicles in the region and recent Electric Vehicle work performed by the coalition.
- CDCC staff coordinated and hosted a Virtual Municipal Electric Vehicle Readiness Workshop (September 16 and 17, 2020).
- CDTC staff submitted updates to the USDOE Alternative Fuel Station Locator.
- Staff submitted 2 alternative fuel price reports to USDOE.
- Staff attended and participated in various webinars about alternative fuels and advanced vehicle technologies throughout the reporting period.
- CDTC continues to maintain CDCC websites, Facebook and Twitter accounts.

44.25.00 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

TASK 5.01 TIP Development & Maintenance

Development and maintenance of CDTC's TIP requires a high level of staff time. CDTC staff put significant time into maintaining the 2019-24 TIP and maintaining the fiscal constraint it had achieved during the previous reporting period:

- E-STIP Maintenance: CDTC staff worked with NYSDOT Region One and CDTA on a regular basis to make changes to the current STIP. Ninety-one (91) projects received changes to their listings in the STIP.
- 23 TIP projects received amendments.
- In the previous reporting period, CDTC staff worked with NYSDOT staff and some members to improve STIP performance by changing the scheduling of the construction phases of some projects. This created underprogramming in the current FFY and overprogramming in the next FFY. The overprogramming was in excess of what is acceptable to FHWA. CDTC staff spent considerable time researching options and working with NYSDOT Regions One staff and FHWA to eventually adjust budget estimates by moving expected funding from year one to year two
- CDTC staff worked with NYSDOT staff and some members to add projects to the TIP outside the TIP update process.
- Staff updated the 2019-2024 Online TIP Mapping Application to reflect TIP amendments.
- Staff assisted NYSDOT Region 1 with the development of an RFP and scope of work for the NY 378 Bridge Planning and Environmental Linkage Study.

TASK 5.10 Project Delivery & Tracking

CDTC staff continues to collect information on the progress of locally sponsored federal aid projects. This data is included in a tracking spreadsheet presented to the Planning Committee at each meeting. Staff continues to schedule TIP project updates from three sponsors prior to each Planning Committee meeting. Sponsor's project updates to the Planning Committee continue to be short verbal updates, supplemented by a written Project Delivery Questionnaire. These reporting methods have aided CDTC staff in collecting comprehensive project data from a wider array of local sponsors, and ensured that information on all locally sponsored projects is collected each year.

During the reporting period, CDTC staff coordinated with project consultants and the following project sponsors to receive detailed project updates on current TIP projects:

- NYSDOT
- Schenectady County
- CDTA
- Town of North Greenbush
- City of Troy
- Town of Clifton Park
- City of Albany
- Town of Sand Lake
- Town of East Greenbush
- City of Rensselaer
- Village of Voorheesville

- Town of Rotterdam

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 modest as follows:

- Continued GEIS contractual work for the Town of Colonie performing traffic and mitigation cost reviews for land development projects in the Airport and Boght GEIS areas of the Town.
- Continued GEIS contractual work for the Town of Malta performing mitigation cost reviews.

Staff, at the request of members, utilized the CDTC STEP (Systematic Transportation Planning and Evaluation Model), our regional travel demand model, to develop future year PM peak hour background traffic assumptions, for projects in the Town of Bethlehem, the Town of Brunswick, the Town of Glenville, the City of Albany, and the Village of Colonie. The CDTC STEP model inputs are consistent with the Capital District Regional Planning Commission's regional demographic projections.

Staff also utilized the STEP Model to develop 2019 daily Vehicle Miles Traveled (VMT) data, including for and trip origin and destination data, for the City of Albany as part of their Local Government Operations Greenhouse Gas Emissions Inventory.

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 the 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.

44.26.00 PLANNING EMPHASIS AREAS (PEAs)

TASK 6.12 Human Services Agency Transportation

CDTC's Regional Transportation Coordination Committee (RTCC) met in July 2020. The primary topics discussed rescheduling the Tools of the Trade (planned for 2021), the senior transportation guidebook, the tentative results and the status of the 2020 5310 solicitation, cost sharing with federal funds, CDTA route changes concurrent with improvements to CDTA's FLEX micro-transit service, and updated cleaning and other protocols related to COVID-19.

Staff worked with NYSDOT to list the new 5310 projects on the TIP in a timely manner.

TASK 6.13 Transit Planning

CDTC supported CDTA's transit planning activities through the update of New Visions 2050 and discussions regarding the update of CDTA's Transit Development Plan. The update of the Transit

Development Plan stalled due to the pandemic and will be revisited in 2021 along with a possible revision of the Transit White Paper.

- CDTC is developing a Request for Proposals in partnership with CDTA for a Bus Lane Feasibility Study to be undertaken in 2021.
- CDTC and CDTA are collaborating with CALSTART on a NYSERDA funded Capital Region Mobility Hubs research project. The scope of work was developed over the summer and has been accepted by NYSDERDA. Work will begin on the project in 2021.
- CDTC continues to coordinate with CDTA on the implementation of the River Corridor and Washington/Western BRT projects. The River Corridor BRT is expected to open in November 2020.
- Staff updated the GIS layer and online interactive mapping application for the Transit Priority Network.

Staff utilized the CDTC STEP Model (Systematic Transportation Planning and Evaluation Model), our regional travel demand model, to analyze the impacts of traffic pattern changes to accommodate bus movements on Congress St, Ferry St, and River St in the City of Troy.

TASK 6.14 Regional Travel Demand Management (TDM) Initiative

NYSDOT Main Office's rideshare contractor continued to provide technical support and conduct employer-based outreach when possible. Staff is continuing to reassess existing TDM programming to determine ways it can increase usage of TDM services through outreach and education. Staff responded to 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.

In lieu of the Bike to Work and Bike to School Challenges typically held in May, a Pledge to Ride Campaign was offered from May 1 to June 5 that encouraged residents of all ages to bicycle for any reason. One hundred twenty-nine people participated, 9% of which were children. A raffle was offered to encourage people to post photos of their rides on social media.

A marketing plan was finalized for events and promotions for the remainder of the year. The plan was developed in partnership with the 511NY Rideshare team, CDTA and Capital CarShare. The plan will be modified as appropriate to accommodate COVID-19 restrictions.

The rebranding of iPool2 to Capital Moves was finalized, with a new logo and some new portal content. Website content will continue to be refined.

TASK 6.16.1 Safety Planning

CDTC staff remains active in safety planning and continues to chair the NYSAMPO Safety Working Group (see Task 1.69 for details about the Safety Working Group). CDTC safety activities completed or underway include:

- CDTC staff monitored regional transportation safety trends during the pandemic when travel was significantly reduced. Fatal crashes remained unchanged and may have increased while overall injury and property damage crashes declined. Data was compiled from ITSMR and ALIS.
- One Regional Safety and Operations Working Group (ROSAC) meeting was held (June 2020). Topics included Transportation Trends: COVID – 19 traffic, safety and other changes,

New Visions 2050 Update and security, safety and operations changes based on public comments, Regulating E-Bikes and E-Scooters and discussion as to the New Visions recommendations for ROSAC to work on in the coming year. The group will begin to meet quarterly.

- Staff continued to participate on the FHWA Pedestrian and Bicycle Focus Cities and States quarterly calls. Two calls were held.
- Staff continued to utilize safety data from the Accident Location Information System (ALIS) in CDTC Linkage Program planning studies, the Local Road Safety Action Plan and in the continued refinement of regional crash profiles.
- Staff participated in several training webinars on safety topics including Myths of Traffic Calming and Complete Streets, Roadway Departure Risk Factors, How MPOs Can Lead on Vision Zero & Equitable Mobility and the NHTSA National Pedestrian Safety Month Kickoff.
- Staff attended one virtual Albany County Traffic Safety Board Meeting to continue networking and coordinating on local safety initiatives.

TASK 6.16.2 Security Planning

CDTC developed a Continuing Operations Plan, and began developing plans for addressing the COVID-19 Pandemic. This effort included coordinating and reaching out to regional partners to learn and assist with on-going efforts to maintain a functional transportation system throughout the Pandemic. Staff is monitoring traffic and other impacts of the impact on regional travel. A COVID-19 Resource page is available on CDTC's website. Staff, via the Regional Operations and Safety Advisory Committee, is working with regional partners to potentially develop a traffic incident management committee.

44.27.00 OTHER ACTIVITIES

TASK 7.10.1 Town of Colonie GEIS Support

Continued GEIS contractual work for the Town of Colonie. CDTC staff performs traffic and mitigation cost reviews for land development projects in the Airport and Boght GEIS areas of the Town.

During this reporting period:

- CDTC staff completed 4 GEIS reviews for the Town of Colonie.

TASK 7.10.2 Town of Malta GEIS Support

Continued GEIS contractual work for the Town of Malta. CDTC staff performs traffic and mitigation cost reviews for land development projects in the Town-wide GEIS area.

During this reporting period:

- CDTC staff completed 4 GEIS reviews for the Town of Malta.
- CDTC staff performed a review and coordinated with the Town to update and amend the Town's GEIS statement of findings (Amended September 14, 2020).

TASK 7.20 Shared Transit Service Planning and Analytics Initiative

The 14 Metropolitan Planning Organizations (MPO) in New York, and their planning partners at transit agencies, the New York State DOT, and federal partners, desire to undertake an assessment of transit mobility planning and analysis tools and conduct pilot studies to apply the tools to ongoing MPO planning studies. The results of the pilots of transit mobility planning and analysis tools will guide a potential broader statewide hosting of these tools for use by MPOs, NYSDOT and transit systems in New York State.

Transit planning and analysis tools have become more readily available and efficiently scalable at a statewide level because they leverage commonly available statewide data sets (Census, General Transit Feed Specifications (GTFS), employer, land use parcel, highway speed data, etc.), cloud computing and open source software development. If successful, the pilots may support a case for deploying a common statewide portal for these tools to support common analysis methods for service planning and evaluation across the State's metropolitan areas. Funding under this initiative would provide access, training, and technical support for the use of common open source transit analysis tools.

Examples of statewide and regional analyses using common statewide data could include:

- Accessibility of transit services to jobs, population, medical/education institutions, and other services
- Ridership demand forecasting
- Operational scenario planning:
 - ❖ Route, frequency, and transfer analysis
 - ❖ Stop consolidation (BRT scenarios)
 - ❖ Detour impact analysis
 - ❖ Park and ride market analysis
 - ❖ Last mile connection analysis
 - ❖ Title IV analysis

A Study Advisory Committee consisting of NYSAMPO, NYSDOT, and local transit operator representatives will oversee this consultant-led effort. The NYSAMPO and NYSDOT are currently working to develop the scope of work for the consultant Request for Proposals, which will be advertised in 2021. CDTC will maintain and manage this consultant contract.

TASK 7.30 Albany Bicycle-Pedestrian Master Plan

This Linkage Study was funded in the 2019-2020 fiscal year with \$90,000 in consultant assistance and \$30,000 CDTC staff technical assistance. The study is updating the 2009 Bicycle Master Plan to reflect physical changes in the City and current industry standards while also integrating the needs of pedestrians to create a new Bicycle and Pedestrian Master Plan. The project team held the first round of public input during the reporting period. All sessions were held online. CDTC and City staff supplemented the online meetings with stakeholder meetings, phone calls to residents in Common Council wards underrepresented in the online meeting attendance, and with in-person conversations at outdoor food distribution events. The team also held two four-day demonstration projects, one pedestrian focused and one bicycle focused, and conducted collected additional input during each.

TASK 7.40 Ballston Spa Pedestrian & Bicycle Master Plan

The intent of this study is to create a new Pedestrian and Bicycle Master Plan for the Village of Ballston Spa, including alternatives for connecting to the Zim Smith Trail. The Plan will help the

Village continue to pursue its goals of enhancing the Route 50 corridor, promoting economic development, improving safety, and creating a connected and integrated multi-modal transportation network for users of all ages and abilities, including pedestrians, bicyclists, motorists, transit users, freight, children, elderly, and people with disabilities. The intended outcome is to give clear direction on priority locations and desired design treatments for inclusion in street restriping, signing, modification, repaving, or reconstruction projects, based on a representative public input process.

During this reporting period:

- MOU signed by the Village May 2020.
- CDTC coordinated with Village representatives to develop a project scope and REI.
- Project Scope was advertised for consultants in August 2020.
- CDTC received 8 consultant letters of interest (LOI) in September 2020.
- CDTC, Village, and partner agency staff are reviewing consultant LOIs as of 9/30/2020.
- CDTC staff began collection and compilation of relevant existing conditions data (i.e. Environmental Justice, crash data, pavement data, etc.).

TASK 7.50 Menands Land-Use Regulations Update

An MOU was executed between CDTC and the Village of Menands. Staff met with Village officials to develop the REI. A final draft REI is pending and scheduled for release in October, 2020.

TASK 7.60 Scotia Downtown Connections Plan

The Scotia Downtown Connections Plan was proposed by the Village of Scotia to identify opportunities to improve the pedestrian, bicycle, and transit experience in the Village's Central Business District along Mohawk Avenue (NYS Route 5). The study is being funded by CDTC and the Village of Scotia through CDTC's 2020-21 Community and Transportation Linkage Planning Program. CDTC, on behalf of the Village of Scotia, will administer the consultant contract and will jointly manage the study with the Village.

CDTC staff conducted review of prior planning studies, conducted a field visit, and prepared linkage study scope of work. The scope was reviewed by Village of Scotia and DOT staff. The REI was issued in October, with proposals due in November.

TASK 7.90 Hoosick Street - Hillside Connections Study

The final study is drafted and pending Study Advisory Committee review. The last Study Advisory Committee meeting is scheduled for October, 2020. It is anticipated that the City of Troy will adopt or approve of the plan following a presentation to the City Council.

An extensive public engagement effort was launched while social distancing guidelines were in place. That effort included a mass mailing to all addresses within the study area, a social media campaign, posters placed throughout the study area in prominent outside locations, and fliers in institutions and businesses in the vicinity. A "follow at your own pace" pre-recorded presentation was posted on the project website along with a survey and other ways to comment. The project team recorded over 580 unique views of the presentation and 58 survey submissions. A total of 250 comments were received.

NYSAMPO Shared Cost Initiatives

This fund source is used by NYSAMPO to fund the consultant support contract and several training initiatives.

Staff continued to review and approve consultant support invoices. As a member of the NYSAMPO Executive Committee, staff also worked with other MPO Directors to manage this consultant effort.

State Planning Research (SPR) Funded Efforts

NYSAMPO Working Group Support: The primary goal of the working groups is to cooperatively identify and address opportunities and issues of statewide significance as they relate to New York's 14 MPOs. NYSDOT is also a participant. Below is a summary of the activity of the 8 working groups for the last 6 month period:

- Bicycle/Pedestrian Working Group – 1 presentation to NYSAMPO Directors Meeting on August 7, 2020. Along with Transit Working Group, continued work on micromobility fact sheet.
- Climate Change Working Group – 2 teleconference meetings on April 23, 2020 and September 17, 2020. Continued work on connected/automated vehicles fact sheet.
- Freight Working Group – 2 teleconference meetings on May 13, 2020 and July 8, 2020
- GIS Working Group – 1 teleconference meeting on July 29, 2020
- Modeling Working Group – 6 teleconference meetings on April 24, 2020, May 22, 2020, June 26, 2020, July 31, 2020, August 28, 2020, and September 25, 2020. Conducted survey and compiled initial results on the UAlbany AVAIL NPMRDS data project.
- Safety Working Group – 5 teleconference meetings on April 22, 2020, May 20, 2020, June 17, 2020, July 15, 2020, and August 19, 2020
- Transit Working Group – 2 teleconference meetings on May 19, 2020 and September 15, 2020. Discussed proposed scope of work for the Shared Transit Service Planning and Analytics Initiative.
- Transportation Systems Management & Operations Working Group – 2 teleconference meetings on June 9, 2020 and September 8, 2020

CDTC's Internship Program

CDTC offers 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. This program will be suspended for at least the next six months due to the coronavirus pandemic.

Computer Support Services

Computer-related tasks completed during the period include:

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

Software Updates: CDTC computers run several programs that required updates during this period, including its GIS software and VISUM.

Virtual Private Network (VPN): At the end of the previous reporting period, CDTC new firewall appliance for immediate deployment with a VPN for secure remote use of CDTC office PC's. The VPN was been heavily used by CDTC, all of whom have predominantly worked at home during this entire reporting period. Supporting this deployment has taken considerable time for technical support, troubleshooting and additional hardware purchase (specified below).

Computer Purchase: Supporting extensive use of the VPN and staff working from home, required additional hardware (headsets, cameras for PC's and laptops) evaluation and purchase. Also two hard drives were purchased for use with existing servers. A second firewall was purchased and configured for emergency use if the deployed firewall fails.

Windows 10 Operating System: CDTC continued upgrades from Windows 7 to Windows 10 for its office PCs.

Dual Monitors: In the previous reporting period, CDTC staff purchased the necessary hardware to provide dual-monitor systems for most CDTC Staff and started installation of the equipment. It was finished during this reporting period.

CDTC Staff worked with the developer to complete corrections to problems with the TIP search engine.

PROBLEMS ENCOUNTERED

Maintaining MPO relevancy and consensus is a continuing challenge. Members and other municipalities in our planning area are faced with a myriad of new challenges and requests for services. MPOs must continue to market themselves and provide "value" to their customers.

The outcome of the FAST Act reauthorization or its extension will have major positive and negative impacts on the MPO planning process.

Balancing the annual fiscal constraint requirements with federal project obligation performance measures has become more difficult. The result is more TIP amendments.

Meeting new MPO challenges and complying with the new federal regulations, especially now that most of the performance measures and targets are established, without a corresponding increase in planning funds and staff has also become more difficult.

The coronavirus pandemic has made obtaining member and public input much more challenging. Members and other municipalities in our planning area are facing financial difficulties and possible staff cuts, which may make their participation in the planning process more difficult.

MEMBERSHIP CHANGES

Planning Committee and Policy Board Changes

- Mayor Michael Stammel has appointed Ketura Vics to represent the City of Rensselaer

MEETINGS HELD

April 1 st	Planning Committee
April 14 th	Bike/Ped Advisory Committee
April 22 nd	Community Planners Forum
May 6 th	Planning Committee
May 11 th	Equity Advisory Committee
May 12 th	Bike/Ped Advisory Committee
May 20 th	Freight Advisory Committee
June 4 th	Certification Members Meeting
June 4 th	Policy Board
June 5 th	Certification Public Meeting
June 9 th	Bike/Ped Advisory Committee
June 18 th	Community Planners Forum
June 24 th	Regional Operations and Safety Advisory Committee
June 25 th	Clean Communities
July 1 st	Planning Committee
July 13 th	Regional Transportation Coordination Committee
July 13 th	Equity Advisory Committee
July 14 th	Bike/Ped Advisory Committee
July 14 th	Complete Streets Advisory Committee
August 5 th	Planning Committee
August 5 th	New Visions 2050 Presentation
August 11 th	Bike/Ped Advisory Committee
August 19 th	Freight Advisory Committee
September 3 rd	Policy Board
September 3 rd	New Visions 2050 Presentation
September 8 th	Bike/Ped Advisory Committee
September 9 th	Community Planners Forum
September 14 th	Equity Advisory Committee