



Capital District Transportation Committee

2020-2022 Unified Planning Work Program

Progress Report

October 1, 2020 to March 31, 2021

Prepared by
Capital District Transportation Committee Staff

April 2021

**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 October 1, 2020 and ending March 31, 2021 include:

- FHWA presented to the Policy Board on the 2020 CDTC Federal Certification Review Report. CDTC received 7 commendations and 12 recommendations. Commendations included CDTC's support for CDTA, data-driven approach to congestion management, engagement with members, partners, and stakeholders, and the connectivity between New Visions and planning studies.
- CDTC launched a New Visions virtual learning series in September 2020 and continues to plan and host monthly webinars. Webinars have focused on New Visions topics ranging from Smart Communities and evolving technologies to regional traffic safety trends and plans. The webinars feature staff, local government and other agency staff presentations and are open to the public. The webinars have been approved for AICP credits, which has helped attract planners and other transportation professionals to attend.
- CDTC produced an updated Public Participation Plan and Policy which was approved by the CDTC Planning Committee on February 3, 2021 and adopted by the CDTC Policy Board on March 4, 2021. The Planning Committee and Policy Board also adopted two sets of Performance Measures, and amendments to the 2021-2022 UPWP.
- The CDTC Planning Committee approved nine TIP amendments and the Policy Board approved two TIP amendments during the six month reporting period. CDTC continues to support its members' efforts to maintain accurate and feasible TIP project implementation.
- CDTC released a Request for Expressions of Interest to develop a Capital Region Smart Communities Toolbox. The specific objectives of the Toolbox include: Define "Smart Cities" in the context of the Capital Region, identify underutilized and evolving technologies that can be deployed in the Capital Region to enhance the regional transportation system, create an implementation roadmap – what software, data management strategies, or organizational changes must be made to implement the recommended technologies, and provide additional tools and guidance for the region outlined in the Smart Communities portion of this document.
- In its efforts to implement the Capital District Trails Plan, CDTC solicited for trail feasibility studies in late 2020 and selected the City of Albany's proposal of the Patroon Creek Greenway Feasibility Study. The proposed project is related to CDTC's New Visions' commitment to development a seamless regional trail system and increases access to safe walking and bicycling facilities throughout the region. The Patroon Greenway has been a "Big Ticket Initiative" or "Key Project" in CDTC's New Visions Plan since 2005. The Patroon Greenway would provide a much needed east-west connection for bicyclists and pedestrians, connecting recent and anticipated projects like the Albany Skyway and Tivoli

Lake Preserve with residential development on both sides of the corridor and with major commercial and institutional destinations, like New York State's Harriman Office Campus, the State University of New York (SUNY) at Albany, Albany Nanotech, Corporate Woods Office complex, and more.

- CDTC contracted with Albany County to study the feasibility of the Albany County Loop Trail proposed in the Capital District Trails Plan. Staff is currently working on an Existing Conditions Assessment report and will provide recommendations for incremental improvements to develop the loop trail, mostly following the Route 155 corridor.
- 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 Colonie, the City of Albany, the Village of Colonie, the Village of Round Lake, and NYS DOT. The CDTC STEP model inputs are consistent with the Capital District Regional Planning Commission's regional demographic projections.
- As a part of the 2020-2022 UPWP, CDTC and CDTA are pursuing 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.
- During the reporting period, CDTC staff conducted an online survey to determine which Freight Planning initiative might be undertaken by staff, with consultant assistance, in 2021-22. The list of potential freight planning initiatives was derived from the CDTC Regional Freight Plan (2016) and input from Freight Advisory Committee Members. The survey respondents were asked to rank the projects, provide input about the projects, and indicate if they were willing to serve on a Study Advisory Committee. The survey was available online from January 14, 2021, to February 16, 2021. The survey link was sent to the CDTC Freight Advisory Committee and shared with the Planning Committee at the February 3, 2021, meeting. The survey results were compiled and presented at the February 17, 2021, CDTC Freight Advisory Committee meeting. The Freight Advisory Committee recommended two (2) projects to the Planning Committee for their consideration. At their April 7, 2021, meeting, the Planning Committee selected the Regional Truck Parking Study. The Regional Truck Parking Study will inventory public and private truck parking supply and demand in the region, identify major factors and trends affecting overnight truck parking, develop a local truck-parking toolkit, and make recommendations to improve truck parking conditions in the region.
- 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. As a part of this effort, staff selected a consultant to lead the Bridge Preservation Report study, inventoried the region's bridges, began identifying best practices for developing bridge preservation projects, reviewed bridge inspection files, and conducted site visits.
- CDTC solicited for and selected the City of Saratoga Springs and the Town of Glenville for ADA Self-Evaluation & Transition Plans for Pedestrian Infrastructure. The consultant for the ADA Transition Plans project conducted training for the City of Saratoga Springs staff and

began collecting data, together with City staff. Glenville Town staff completed the majority of pedestrian infrastructure condition data. The consultant presented the Glenville condition data and draft prioritization criteria to the Glenville Town Board and began compiling the draft Transition Plan. After having closed the application over the winter, CDTC opened the municipal application again in March 2020 with an April 30 deadline.

- CDTC began, continued, and completed work on multiple 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, the Scotia Downtown Connections Plan, the City of Troy: Federal Street Corridor Study, the Route 4 Corridor Study: Inter-Municipal Update, and the Rensselaer Waterfront Connectivity Study. Each of these studies promotes CDTC's regional understanding of the connection between transportation and land use.
- Staff, with input from the Complete Streets Advisory Committee and a consultant team, led 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. The Village of Ballston Complete Streets Basics Workshop was held as two (2) virtual sessions held on November 19, 2020, and December 3, 2020, with forty-four (44) attendees. The workshop presented basic information about Complete Streets and served as a primer to the Village's upcoming Linkage Study. The Schenectady County Complete Streets Workshop was developed during the reporting period and will be held in April and May of 2021.
- In December 2016 CDTC launched the "Traffic Safety Ambassador Program" (mini-grants) providing \$25,000 in Federal funding, annually, toward bicycle and pedestrian safety education and training. In December 2020, CDTC released "Capital Coexist Traffic Safety Ambassador Program 2.0." The updated program expands project eligibility to include all types of traffic safety education and outreach.

CAPITAL DISTRICT TRANSPORTATION COMMITTEE PROGRESS REPORT

October 1, 2020 – March 31, 2021

FHWA Metropolitan Planning Funds (PL)

FTA Project NY 80-X030 (2020-21)

FTA Project NY 80-X029 (2020-21)

FTA Project NY 80-X028 (2021-22)

FTA MPP SCI (PT21.04.80A)

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 October 1, 2020 and ending March 31, 2021.

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 TIP Fiscal Constraint, TIP programming, TIP amendments, TIP projects, STIP Performance Management, NYSDOT Safety Performance Measures and Targets, the CDTC Public Participation Plan Update, the Trail Feasibility Study, the 2021-2022 Linkage Program, Complete Streets Workshops, ADA Transition Plans, FHWA/FTA Certification Review, Smart Communities grant program, the CDTC/NYSDOT/CDTA Performance Management Agreement, the CDTC/CDRPC Technical Assistance Program, CDTC's project delivery updates, and NYSDOT's project delivery schedule.

The Planning Committee approved nine TIP amendments, as well as amendments to the UPWP, the Public Participation Plan update, the 2021 Community Planning Technical Assistance Program recommendations, Planning Committee Officer Nominations and Elections, the 2021-2022 Linkage Program Recommendations, and NYSDOT Safety Performance Measures and Targets, and the Trail Feasibility Study award.

The Policy Board approved two TIP amendments. Additionally, the Policy Board voted to approve amendments to the UPWP, the Public Participation Plan update, the 2021-2022 Linkage Program Recommendations, and NYSDOT Safety Performance Measures and Targets, and the Trail Feasibility Study award.

Presentations to the Planning Committee and Policy Board included: the Hoosick Hillside Linkage Study, CDTA's River Corridor BRT Construction, FHWA/FTA 2020 Federal Certification Review Report, and the Empire State Passengers Association.

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 that 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 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.

At the December 3, 2020 Policy Board meeting the FHWA and FTA gave a report to our members. Representatives from their FHWA New York Division and the FTA Region 2 offices summarized their findings and asked members for their comments and questions.

TASK 1.64 Americans with Disabilities Act (ADA) Compliance

CDTC solicited for and selected the City of Saratoga Springs and the Town of Glenville for ADA Self-Evaluation & Transition Plans for Pedestrian Infrastructure. The consultant for the ADA Transition Plans project conducted training for the City of Saratoga Springs staff and began collecting data, together with City staff. Glenville Town staff completed the majority of pedestrian infrastructure condition data. The consultant presented the Glenville condition data and draft prioritization criteria to the Glenville Town Board and began compiling the draft Transition Plan. After having closed the application over the winter, CDTC opened the municipal application again in March 2020 with an April 30 deadline.

CDTC staff prepared a presentation on its involvement in municipal transition plan work for the FHWA Office of Civil Rights.

CDTC continued to work with its website consultant to improve accessibility of the website. Staff distributed accessibility guidelines for staff use in creating documents and website materials, and conducted staff training on the guidance at an all-staff meeting.

TASK 1.65 Unified Planning Work Program Development

Staff developed the current 2-year 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

As in the past, at the end of the first year (2020-21) we submitted minor and administrative amendments for the 2nd year (2021-22). Most of these amendments resulted from the coronavirus pandemic impacts on our planning process and our UPWP.

Although staff was able to function extremely well during the pandemic, our members were significantly impacted. For many reasons many potential study sponsors were unable to participate in our planning process, and many current study sponsors were unable to dedicate the expected staff resources. The result was that several studies were delayed.

Because this year's unspent funds were more substantial and needed to complete the tasks, we requested approval to carryover the 2020-21 funds for those studies which were not progressed as expected, into the 2021-22 year. Our Planning Committee approved these amendments at their February 3, 2021 meeting, and our Policy Board approved them at their March 4, 2021 meeting. These amendments were forwarded to the NYSDOT, which also approved them.

Financial planning of CDTC activities was also a major effort. 17 FHWA and FTA 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. The group discussed possible uses for, and recommendations of, the Transportation, Race, and Poverty report. Staff conducted additional analysis showing municipalities with many times more low income jobs than low income residents, and began to outline the connection between zoning and the job-residence mismatch for low income residents. Historic and current zoning patterns in some municipalities in the region have encouraged retail and hospitality industry development but have limited the availability of housing that is affordable to low income workers, which limits commuter choice.

After adoption of the most recent Title VI/Equity Analysis, staff sent letters to sponsors of projects that were determined to have a possible negative impact to explain CDTC's new policy in that Analysis document that projects in EJ areas and that have potentially negative impacts should do additional outreach to ensure that community stakeholders are aware of the project.

CDTC continued to demonstrate success in DBE contracting and purchasing. The semi-annual report for October 1, 2020 and March 31, 2021 was prepared and submitted to NYSDOT. About 35% of FTA expenses and 13% of FHWA expenses were paid to Women Business Enterprises and/or Disadvantaged Business Enterprises between October 1, 2020 and March 31, 2021.

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.

There has been no change in this task since 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
 - Provided updates on CDTC bicycle and pedestrian planning and programming initiatives
 - Shared best practices and relevant information on developing and implementing bicycle and pedestrian count programs

- Researched automated counting technologies and trail count/census models across the USA, particularly at MPOs.
- 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
 - Researched and compiled information related to developing resiliency plans
 - Initiated discussions amongst NYS MPOs on resiliency planning related to mobility and the COVID-19 pandemic and anticipated recovery
 - Working with the NYSDEC and NYSEDA to provide feedback on the Georgetown TCI Low Carbon Transportation Initiatives, coordinating to promote programs funded through the VW Settlement, and monitoring progress related to the NYS Climate Leadership and Community Protection Act (CLCPA).
- Freight Working Group – 2 web-conference meetings, on November 10, 2020, and January 14, 2021
 - Topics included the effects of the COVID-19 pandemic on freight and goods movement, Railroads of New York (RONY) Priorities & Issues, and the SFY 2021-2022 Freight Working Group Work Plan
 - The Freight Working Group was awarded assistance from the FHWA Resource Center for a NYSAMPO Freight & Land Use Seminar; staff participated in the development of the agenda and content of the seminar sessions
 - Staff continues to serve as Chair of the NYSAMPO Freight Working Group
- Modeling Working Group – 6 web-conference meetings, on October 30, 2020, January 8, 2021, January 8, 2021, January 29, 2021, February 26, 2021, and March 26, 2021
 - Topics included the effects of the COVID-19 on travel; Census data, boundary delineations, and margins of error (MOEs); updates on NPMRDS software tool development; Replica software; and travel demand model sharing agreements and best practices
 - The Modeling Working Group continued to serve as the advisory committee for UAlbany AVAIL research on the use of NPMRDS data set
 - The Modeling Working Group was awarded assistance from the FHWA Resource Center for a NYSAMPO Forecasting & Modeling Seminar; staff participated in the development of the agenda and content of the seminar sessions
 - Staff continues to serve as Vice-Chair of the NYSAMPO Modeling Working Group
- Safety Working Group (SWG) – 5 virtual meetings were held
 - CDTC staff continued to chair the SWG and assisted with the development of meeting agendas, reviewed meeting notes and guided the implementation of the SWG work plan.
 - Staff supported SWG’s development of a memo summarizing proposed changes to the FHWA Manual on Uniform Traffic Control Devices for Streets and Highways (MUTCD).
 - SWG continued to provide input to NYSDOT on its Roadway Safety Departure Action Plan. The Plan is expected to be released in early summer 2021.
 - SWG continued to provide input on the NYSDOT CLEAR (Crash Location Engineering & Analysis Repository) application and discussed methods to incorporate countermeasure unit costs into the analysis tool.
 - A crash data mapping training webinar was held with the GIS working group in March 2021.
 - A safe routes to transit educational webinar was held in partnership with the transit and bicycle and pedestrian working groups in November 2020.
 - SWG virtual meeting presentation topics included CDTC’s Local Road Safety Plan Engineering Task, the Wyoming County Local Road Safety Plan by Genesee Transportation

Council, Implementing a Local Road Safety Plan Peer Exchange and the National Capital Region Safety Analysis (Metropolitan Washington Council of Governments), both by Cambridge Systematics.

- Staff attended two virtual Traffic Records Coordinating Council meetings to support development of the FFY 2022 Traffic Safety Information Systems Strategic Plan. The plan will be completed in June 2021.
- Staff continued to represent SWG on the NYS Pedestrian Safety Action Plan (PSAP) Implementation Committee and attended monthly virtual meetings.
- Staff continued to represent SWG on the New York Metropolitan Planning Council's Safety Advisory Working Group providing updates on SWG activities.
- SWG developed a new work plan for the 2021-2022 fiscal year.
- NYSAMPO GIS Working Group
 - Reviewed and commented on the 2021-2022 Work Plan and list of datasets, tools/applications, and other resources that are available to MPO's in New York State.
- Transit Working Group – 2 teleconference meetings
 - Bob Zerrillo from NYPTA presented on statewide transit issues, discussing COVID response, ridership uncertainties, and funding, as well as efforts underway to transition to electric buses. Members provided updates on the Connect Mid-Hudson Transit Study, the Mobility Services Program RFI, the Shared Cost Initiative Transit Service Planning and Analytics RFP. Staff and members drafted the work plan for the year.
- AMPO
 - Staff attended the virtual AMPO Conference
 - Participated in the Public Involvement Working Group virtual meetings and webinars.
 - Participated in the Active Transportation Working Group webinar.
- TRB
 - Staff attended the virtual TRB Meeting

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. In accordance with CDC guidelines, CDTC shifted the majority of public outreach to virtual methods and other strategies that allow for social distancing. All of CDTC's meetings that are opened to the public were live streamed or recorded and can be found on the CDTC YouTube channel.

During this period, CDTC staff completed the following:

- 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 and supported / cross-promoted other state and local agencies through social media such as NYSDOT, NYSDEC, CDTA, CDRPC, etc.
- Virtual public involvement and other public participation tools were developed and integrated into the CDTC website.
- Hosted 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 / Policy which was approved by the Planning Committee on February 3, 2021 and adopted by the Policy Board on March 4, 2021.
 - Presented draft plan to the Community Planner Forum and other CDTC Task Forces and committees
 - Planned, promoted, and hosted two virtual public forums on the draft Public Participation Plan and Policy on January 5, 2021.
- Continued to update the COVID-19 resources page on the CDTC website.
- CDTC launched a new website in November 2020 to address some of the most common ADA violations on the site (according to WCAG AA standards).
- Staff continued to maintain the CDTC website and worked with the website consultant to create a new Planning Committee page.
- December 2020 and March 2021 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 continued to research new electronic newsletter distribution methods that could help better engage newsletter recipients and track interaction with newsletter articles

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
- Provided CDRPC with CDTC Regional Trails Plan and CDTA Bus Routes GIS data layers
- Responded to regular and numerous requests for information from community and municipal leaders, advocates, and citizens.

Staff participated as a transportation stakeholder the Congress Street Bridge Study funded through the New York State Local Waterfront Revitalization program. Funding was awarded to the City of Watervliet to identify options to improve bicycle/pedestrian connections to the waterfront and into the City of Troy. At the same time, Troy was working to redevelop the Taylor Apartments at the end of the Congress Street Bridge and that project was incorporated into design options for the bridge. CDTA also plans to add a new Blue Line BRT station to this area. A virtual public meeting and stakeholder meetings were held to share the draft concepts and recommendations which are being reviewed by NYSDOT and the two cities.

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.

- Staff attended pre-submission meetings, reviewed four new proposals and CDTC's Planning Committee approved four projects for funding: 1) Village of Ballston Spa Comprehensive Plan Update Guidance and Data, 2) Town of Colonie Enhanced Development Regulations, 3) Town of Glenville Hoffman Hill Road Safety Analysis and 4) City of Troy Regional Growth and Infrastructure Capacity Analysis.
- Staff prepared guidelines for the 2021 Technical Assistance Program, maintaining a rolling submission deadline through December 1, 2021.

Work completed during the reporting period included:

- 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 prepared final technical memorandum. Staff presented recommendations to Town stakeholder group. Staff worked with design consultant on development of preferred alternative. Work on this task completed February 2021.

- Town of Glenville (Comprehensive Plan and Zoning) – 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. Recommendations relating to land use and stormwater management were prepared by CDRPC staff. The analysis and recommendations were presented to the Town’s Code Review Committee for consideration in November. Work on this task completed November 2020.
- Town of Glenville (Hoffman Hill Road) – The Town of Glenville requested safety analysis and recommendations for a 1.1-mile portion of Hoffman Hill Road. The scope of work includes compiling an existing conditions assessment, meeting with town officials, and completing a safety analysis with recommendations for improving safety on Hoffman Hill Road. CDTC staff prepared a technical memorandum including recommendations drawn from sources that provide guidance on improving rural road safety and reducing lane departure crashes, including the CDTC Local Road Safety Action Plan. The tech memo was presented to Town stakeholders in March 2020. Work on this task is 95% complete.
- 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 staff finalized the *Western Clifton Park Development & Conservation Transportation Trends Analysis* tech memo, including data collection, data analysis, and the accompanying narratives.
- Town of Colonie Enhanced Development Regulations
 - CDTC staff participated in initial project kickoff meeting with CDRPC staff to discuss project roles and responsibilities
 - Project kickoff meeting with the Town was held on January 11th. CDTC staff role in this study is to review and document relevant examples of EV friendly zoning and development language, including codes that require new development to be EV ready or require the full installation of EVSE. Guidance will be documented in a White Paper format.
 - CDTC staff conducted review of Town Comprehensive Plan and Zoning to identify existing support of EV infrastructure
 - CDTC staff researched relevant EV Planning and Zoning guidance documents and developed draft report for the Town
- Village of Ballston Spa Comprehensive Plan Update and Data
 - Project kickoff meeting with the Village was held virtually on February 3rd. CDTC staff role in this study is to collect relevant transportation related data that will contribute to the development of the comprehensive plan. Corresponding Charts and Maps will also be developed.
 - CDTC began collection of relevant transportation existing conditions data to be included in the comprehensive plan existing conditions report.

TASK 1.75 Linkage Program Administrative and Technical Support

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

- Staff issued a solicitation for the 2021-2022 Linkage Program in October 2020. Four proposals were submitted and evaluated. CDTC’s Planning Committee selected three projects for funding: 1) Town of East Greenbush Route 4 Corridor Study Inter-municipal Update with the Town of North Greenbush, 2) City of Rensselaer Waterfront Connectivity Study and 3) City of Troy Federal Street Corridor Study.
- Staff updated the Linkage Program Planning Study Administration Procedures for the 2021-2022 fiscal year to reflect numerous changes to CDTC’s public participation, environmental mitigation and equity related requirements along with the adoption of New Visions 2050. A companion checklist was also developed to assist staff with project management.
- Two Community Planner Forum meetings were held in December 2020 and March 2021. The group initiated development of a transit access toolkit, discussed potential impacts of proposed changes to the U.S. Census definitions for urban areas and discussed CDTC’s new public participation plan and transportation data resources.
- Staff updated the Linkage project interactive map and launched the new map in March 2021. The related project summary documents will be updated next.
- Staff attended the National APA Regional Planning Forum in October 2020.

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.
- Collected trail data, sidewalk data and bicycle infrastructure data

TASK 2.28 Census

- 2020 Decennial Census:
- Staff 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.

- Downloaded PL94 Redistricting Census Geography GIS data files. Reviewed data files and created a change summary for Census tracts, block groups, and blocks between the 2010 and 2020 decennial Census

- Urban Areas Update:
 - Reviewed the proposed criteria for determining 2020 Urban Areas from the 2020 decennial Census published in the Federal Register
 - Summarized the possible implications of the proposed criteria for determining Urban Areas from the 2020 decennial Census published in the Federal Register
 - Used 2010 Census data to create a sample 2020 Urban Area Core based on proposed 2020 Urban Area definition criteria, performed an analysis and created a series of maps to demonstrate the possible impacts. Presented the analysis at CDTC's March 2021 Community Planners Forum. Shared the analysis with CDRPC and the Town of Colonie

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.

- CDRPC further 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.

- Hosted COVID-19 Trainings and Webinars, and provided regional data updates on economic, census, and transportation trends in the region.

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
- Downloaded/Received various updated databases and new databases/GIS files, including; November 2020 and January 2021 CDTA Bus Routes and Bus Stops, November 2020 Albany County Agricultural Districts, NYS Thruway Authority Park and Ride Lots, NYS Thruway Authority Toll Gantries, October & December 2020 NYS Streets, 2019 NYSDOT Roadway Inventory System, 2020 Census PL94 Redistricting Geography boundaries, 2020 Albany County, Rensselaer County and Saratoga County Tax Parcels, December 2020 NYS Place Points, December 2020 NYS Civil Boundaries, 2019 NYSDOT AADT, 2015-2019 Short Count Locations, and 2021 NYS Legislative Boundaries
- Reviewed NYSDOT's 2019 Roadway Information System GIS data file and corrected for coding errors regarding functional classification, urbanized areas and MPO assignment. Created additional GIS Layer files based on new data for functional classification, federal aid and NHS status
- 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; ArcGIS Survey123, ArcGIS Collector, ArcGIS Online and ArcGIS Solutions for Local Government Crash Analysis ArcGIS Pro Add-in
- Created new GIS data and performed updates to existing major GIS databases, including trails, sidewalks and bicycle infrastructure
- Attended the following free virtual GIS conferences and events; NEURISA GIS Conference, ESRI Geodesign Summit, SLAM LIDAR Webinar

- Created a presentation on CDTC's GIS databases and online Interactive mapping applications and presented to CDTC's December 2020 Community Planner Forum meeting
- Reviewed and provided comments on Federal Trail GIS schema

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 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.

- Staff reviewed local paving lists to inform master databases
- Staff provided the City of Watervliet with information regarding our Highway Condition Inventory Program
- Staff met with NYSDOT to discuss Automated Pavement Condition Surveys
- Staff reviewed NYSDOT's Automated Pavement Condition Survey Scope of Services

City of Schenectady

CDTC staff performed the following work:

- Staff provided the City of Schenectady with information regarding our Highway Condition Inventory Program
- Staff met with the City of Schenectady to discuss a future contract with the City to rate their pavements
- Staff developed a proposed budget for 2022 for the City to review

NYSDOT Non-State Federal Aid Pavement Ratings

- CDTC staff continues to request this 2018 data from NYSDOT

- NYSDOT has collected 2020 data

TASK 2.30.1 Highway Condition Inventory Albany County

2020 Albany County Pavement Condition Survey

CDTC staff performed the following work:

- Managed field staff
- Performed program management tasks
- Completed pavement scoring
- Completed shadow scoring
- Post-processed data
- Sent draft and final pavement ratings to Albany County for review and approval
- Sent final project report and all deliverables to Albany County
- Developed MOU for 2021-2022 Highway Inventory and sent to County

TASK 2.30.2 Highway Condition Inventory City of Albany

2021 Albany City Pavement Condition Survey

CDTC staff performed the following work:

- Jointly developed the 2021 contract with the City of Albany
- Began working on database enhancements to prepare for the 2021 contract and pavement rating season

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 slow rates of VMT growth; calibrate model speeds against the NPMRDS data and other available data sources, and; incorporate the latest EPA MOVES Model outputs.

Staff continued to make refinements to the STEP model roadway network. 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. Staff continued to research the availability and use of big-data sources as a supplement for household travel survey data, including Replica, UrbanSDK, and Streetlight.

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

CDTC staff participated in the 2020 Northern Transportation Air Quality Summit (NTAQS), held on November 17 and 18, 2020. NTAQS brings together stakeholders from the transportation and air quality communities to discuss the current and upcoming regulatory environment, new technologies, and current practices. Staff also participated in the New York Project Level Conformity Webinar Series held on December 8 and 9, 2020.

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 does not have to prepare regional emissions inventories due to the region's status as a 1997 NAAQS orphan area. CDTC staff participates in the New York State Interagency Consultation Group (ICG) meetings as requested by NYSDOT.

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.
- Convened project steering committee comprised of local bridge engineers and DOT staff. CDM Smith selected as lead consultant for project. Project kickoff held November 2, 2020. Consultant team has compiled bridge inspection reports for all local bridges and prepared a workbook with preliminary treatment recommendations. Consultant team has prepared lists of candidate bridges for preservation treatments for local bridge owners. Consultant

team conducted field visits to select local bridges for detailed investigation. Preparation of field visit reports is ongoing. Draft summary report is being prepared. CDTC staff is working with consultant team to develop methodology for forecasting bridge condition. Work on task to be completed by June 2021.

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 will be 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.

CDTC launched a New Visions virtual learning series in September 2020 and continues to plan and host monthly webinars. Webinars have focused on New Visions topics ranging from Smart Communities and evolving technologies to regional traffic safety trends and plans. The webinars feature staff, local government and other agency staff presentations and are open to the public. The webinars have been approved for AICP credits, which has helped attract planners and other transportation professionals to attend.

Other New Visions related activities and initiatives include:

- Developed a new webpage for the Virtual Learning Series that features upcoming events, as well as embedded videos of past webinars from the CDTC YouTube channel.
- Virtual Planning Board and Zoning Board trainings for local governments
- Virtual New Visions training for local and regional governments and organizations
- Continued monitoring of COVID mobility impacts and continued recovery activities; this will result in an updated Resiliency and Security Planning chapter for New Visions.

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.

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.

CDTC has adopted statewide performance measures and targets that correspond to 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 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 planned a New Visions Learning Series webinar to educate the public and CDTC members on the performance based planning and programming approach and coordinated with FHWA to include information on performance measures from a federal perspective.
 - Planning and coordination took place during the reporting period. Webinar Event to take place in April 2021

44.23.02 LONG-RANGE TRANSPORTATION PLANNING – Project Level

TASK 3.12 I-787 Livable Corridor Study

Meetings were held with the consultants undertaking the City of Albany Waterfront Revitalization Study to discuss the results of the I-787 study and implementation scenarios.

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.
- Attending quarterly NYSAMPO TSMO Working Group meeting. CDTC staff serving as vice-chair of group. Collaboration with group members to plan Reliability Workshop.
- Collaboration with DOT staff on planning a Traffic Incident Management (TIM) committee for the Capital Region. Planning and discussions with DOT staff and TIM stakeholders; attended Region 1 TIM Committee kick-off on February 25, 2021.
- 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, Modeling Working Group, and Bike/Ped Advisory Committee. COVID impact summaries prepared for CDTC newsletter articles.

- 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 December 2020 and March 2021. Topics discussed include upcoming state paving and signal projects, TIP project tracking, progress on the regional complete streets guidelines/complete streets toolkit, and CDTC’s 2020 Complete Streets Educational and Technical Workshop series.

Staff completed and distributed drafts of the second chapter (Integrating into the Planning and Design Process) and the fourth chapter (Intersections) 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 A577 Voorheesville pedestrian improvements (Village of Voorheesville), A568 Hudson Avenue in Green Island (Village of Green Island), SA296 Zim Smith Southern Trail Extension (Schenectady County), and S238 NY 911F (Freemans Bridge) over the Mohawk River/Erie Canal (NYSDOT).

Staff, with input from the Complete Streets Advisory Committee, completed the 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. During a previous reporting period, the sponsor solicitation and application process was held. 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 Village of Ballston Complete Streets Basics Workshop was held as two (2) virtual sessions held on November 19, 2020, and December 3, 2020, with forty-four (44) attendees. The workshop presented basic information about Complete Streets and served as a primer to the Village’s upcoming Linkage Study.

The Schenectady County Complete Streets Workshop was developed during the reporting period and will be held in April and May of 2021. The workshops will focus on coordination between the County’s municipalities and organizations. The 2020 Complete Streets Workshop Series application was closed. The remaining funds will be used to facilitate a series of Complete Streets Workshops as part of the New Visions Learning Webinars.

CDTC staff participated in the CDPRC Local Government Webinar Training Series. Staff presented as part of the Complete Streets Implementation in the Capital Region webinar on December 2, 2020.

TASK 4.21 **Freight Planning**

The Freight Advisory Committee (FAC) held two meetings during the reporting period. The November 18, 2020, meeting focused on the trade and the regional effects of COVID 19, NYSDOT's Bridge Strike Mitigation Program, and the TRANSEARCH 2018 CDTC Regional Data. The February 17, 2021 meeting featured a presentation on the Diesel Emissions Reduction Act (DERA) Funding Opportunity, a COVID-19 regional travel impacts update, the 2018 Rensselaer County TRANSEARCH Data. 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.

CDTC staff conducted an online survey to determine which Freight Planning initiatives might be undertaken by staff, with consultant assistance, in 2021-22. The list of potential freight planning initiatives was derived from the CDTC Regional Freight Plan (2016) and input from Freight Advisory Committee Members. The respondents were asked to rank the projects, provide input about the projects, and indicate if they were willing to serve on a Study Advisory Committee. The survey link was sent to the CDTC Freight Advisory Committee and shared with the Planning Committee at the February 3, 2021, meeting.

The survey results were compiled and presented at the February 17, 2021, CDTC Freight Advisory Committee meeting. After a lengthy discussion, the Freight Advisory Committee recommended two (2) projects to the Planning Committee for consideration at the April 7, 2021 meeting.

At their April 7, 2021, meeting, the Planning Committee selected the Regional Truck Parking Study. The Regional Truck Parking Study will inventory public and private truck parking supply and demand in the region, identify major factors and trends affecting overnight truck parking, develop a local truck-parking toolkit, and make recommendations to improve truck parking conditions in the region

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 developed a regional-level 2018 TRANSEARCH analysis and a 2018 Rensselaer County analysis.

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

- NCHRP 08-111 Effective Decision-Making Methods for Freight-Efficient Land Use, and
- Collaborative Approaches to Energy-Efficient Logistics in the Albany - New York City Corridor

Staff participated in the development of the City of Albany Waterfront Access, Vitality, and Economic Strategy (WAVES) project. Staff has provided background information, data, and participated in stakeholder and committee meetings, as needed.

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 6 innovations to staff and NYSAMPO Directors. Staff informed the NYSAMPO Directors of the National STIC Network Virtual Summit from December 8 – 10, 2020 and opportunities to participate; and represented NYSAMPO at the New York State EDC 6 Caucus on January 14, 2021.

Several staff attended the National STIC Network Virtual Summit from December 8 – 10, 2020.

A representative from the FHWA Main Office presented on “Crowdsourcing for Operations” at our virtual February 11, 2021 Regional Operations and Safety Advisory Committee meeting.

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 meetings, as needed.

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.

CDTC released a solicitation for new Smart Communities projects in October 2020 but due to low interest, changed gears and released a Request for Expressions of Interest to develop a Capital Region Smart Communities Toolbox. Responses were due March 31, 2021 and CDTC received a total of six from various consultant teams. CDTC, in coordination with an evaluation committee, will review the responses and choose a consultant team by the end of April 2021.

The specific objectives of the Toolbox are:

- Define “Smart Cities” in the context of the Capital Region.
- Describe what “big data” and the internet of things” are.
- Outline benefits and approaches to Smart City projects.
- Identify underutilized and evolving technologies that can be deployed in the Capital Region to enhance the regional transportation system.
- Compile case studies on Smart Cities projects in comparable cities and towns – including small- and medium-size cities with populations under 100,000, small rural towns with populations as small as 1,000 and large suburban towns with populations over 80,000, as well as polycentric metropolitan areas with populations under 1 million.
- Create an implementation roadmap – what software, data management strategies, or organizational changes must be made to implement the recommended technologies?
- Create a Toolbox that can be delivered virtually, in an online format that is informative, engaging, and comprehensive.
- Identify potential resources and partnerships that can be developed with colleges and universities and the local technology sector.

Development of the Toolbox will be managed by CDTC staff and an advisory committee consisting of members from CDTC’s Smart Communities Task Force and Regional Operations and Safety Advisory Committee.

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.

In December 2016 CDTC launched the “Traffic Safety Ambassador Program” (mini-grants) providing \$25,000 in Federal funding, annually, toward bicycle and pedestrian safety education

and training. In December 2020, CDTC released “Capital Coexist Traffic Safety Ambassador Program 2.0.” The updated program expands project eligibility to include all types of traffic safety education and outreach. The objectives of the updated program are the following New Visions 2050 goals:

- Move the region toward the elimination of transportation related deaths and serious injuries,
- Support education and training for the most common safety problems in the region, and
- Increase the number of trips, especially commuting, by walking, bicycling and using transit in the region.

After releasing a solicitation for projects, CDTC received 7 project proposals in February 2021 and approved all projects for funding, totaling \$21,128.49. These projects include a variety of bicycle and pedestrian safety training, events, and demonstrations. Due to COVID-19, 5 projects planned for 2020 were rolled over and will be implemented before December 31, 2021.

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) had 6 virtual meetings during the reporting period to discuss all aspects of bicycle and pedestrian projects, programs, and policies. Meetings featured presentations on ongoing and completed Linkage and Technical Assistance projects, the Empire State Trail initiative, Pedestrian Safety programming by local health departments, and other bicycle and pedestrian planning projects and programs. 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. Responded to several trail data requests.
- Reviewed and submitted comments on the New York State Trail Plan.
- Continue to enhance and update existing GIS databases of trail, bicycle, 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.
- Provided technical assistance to various towns, cities, and villages on bicycle and pedestrian planning issues.
- Developed a Request for Expressions of Interest for the Patroon Greenway Feasibility Study, reviewed responses and scheduled consultant interviews.

- Participated in advising on the Congress Street Bridge project
- Researched and compiled information related to developing a bicycle and pedestrian count program. Staff drafted a scope for developing a trail count program.

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.

In its efforts to implement the Capital District Trails Plan, CDTC solicited for trail feasibility studies in late 2020. It received 5 proposals from city and county governments around the region and selected the City of Albany’s proposal of the Patroon Creek Greenway Feasibility Study.

The proposed project is related to CDTC’s New Visions’ commitment to development a seamless regional trail system and increases access to safe walking and bicycling facilities throughout the region. The Patroon Greenway has been a “Big Ticket Initiative” or “Key Project” in CDTC’s New Visions Plan since 2005. The Patroon Greenway would provide a much needed east-west connection for bicyclists and pedestrians, connecting recent and anticipated projects like the Albany Skyway and Tivoli Lake Preserve with residential development on both sides of the corridor and with major commercial and institutional destinations, like New York State’s Harriman Office Campus, the State University of New York (SUNY) at Albany, Albany Nanotech, Corporate Woods Office complex, and more.

CDTC staff, in coordination with City of Albany staff, developed and released a Request for Expressions of Interest and received 8 responses. A consultant team consisting of Bergmann and LandArt Studio was chosen.

CDTC has also contracted with Albany County to study the feasibility of the Albany County Loop Trail proposed in the Capital District Trails Plan. Staff is currently working on an Existing Conditions Assessment report and will provide recommendations for incremental improvements to develop the loop trail, mostly following the Route 155 corridor.

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.

In 2020, 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 and CDTC has continued to participate through the 2021 calendar year. 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.

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

- CDTC staff participates in USDOE monthly conference calls with other Clean Cities coordinators from the Northeast Region
- CDCC staff coordinated with local transit agency to hold a battery electric bus listening session to gather feedback on the performance of the electric bus pilot. (November 18, 2020)
- CDCC staff coordinated with other NYS CC coordinators to host a Medium and Heavy Duty Electric Vehicles webinar to provide information on available electric vehicles and funding opportunities in NYS (December 9, 2020)
- CDCC held a 2020 4th Quarter stakeholder meeting on December 17, 2020
- CDTC staff coordinated and co-hosted an Autogas Answers Webinar in coordination with the Propane Education and Research Council (PERC) (March 23, 2021)
- CDTC Staff coordinated and hosted a virtual site visit with Mulhern Gas Co. and Precision Autogas to highlight the benefits of operating a medium duty propane fleet operating in the region. Event recording was posted on the CDTC YouTube Channel March 2, 2021.
- CDTC staff began coordination on efforts for 2021 CDCC work program
- CDTC staff submitted 2021 Project Management Program
- CDTC staff developed and submitted 2020 Annual Report
- Staff submitted 2 alternative fuel price reports to USDOE
- CDCC held a 2021 1st Quarter stakeholder meeting on March 31, 2021
- 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

- E-STIP Maintenance: CDTC staff worked with NYSDOT Region One and CDTA on a regular basis to make changes to the current STIP. Fifty-one (51) projects received changes to their listings in the STIP.

- 9 TIP projects received amendments.
- 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. The two staff worked together to create adjustments to budget estimates by moving expected funding from year one to year two. The Planning Committee approved the new budget estimates.
- CDTC staff worked with NYSDOT staff and some members to add projects to the TIP outside the TIP update process.
- CDTC staff worked with NYSDOT staff and CDTA to compile a list of federal obligations made during the previous federal fiscal year and post them in the TIP section of CDTC's website.

CDTC staff initiated a project to update the Transportation Improvement Program (TIP) application and evaluation process. The project goals were to simplify the application process for project sponsors, streamline staff evaluation efforts and ensure the process is consistent with the principles and language in New Visions 2050. Staff provided input into needed changes and a list of update priorities was developed including development of a web based project application, development of an updated merit evaluation score sheet and improved project evaluation data management.

Staff was divided into three teams to research and develop materials related to the key tasks. Progress was shared at CDTC's Planning Committee and Policy Board meetings and input was gathered, resulting in an additional task to define preservation projects versus beyond preservation projects for the next TIP update. The overall project is expected to be completed in September 2021. The following summarizes the status of project tasks:

Web Based Application

- Staff evaluated various web based tools and concluded that JotForm would be best for the TIP project application.
- Staff built a sample TIP project application that would direct sponsors to questions related to the primary project type such as a road, bridge, bicycle or pedestrian.

Preservation versus Beyond Preservation Projects

- Staff developed a draft discussion paper attempting to define preservation and beyond preservation projects for the most common project types for discussion with NYSDOT.

Merit Evaluation Update

- Staff developed a draft set of merit evaluation guidelines and point assessments projects for the most common project types for discussion with NYSDOT.

Evaluation Data Management

- Staff developed a set of recommendations for how to integrate electronic data collection, project proposals, and staff evaluation work.

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
- City of Schenectady
- Rensselaer County
- Town of Nassau
- Saratoga County
- Village of Green Island
- City of Saratoga Springs
- Town of Bethlehem
- City of Watervliet
- Town of Guilderland
- Schenectady County

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 as follows:

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 Colonie, the City of Albany, the Village of Colonie, the Village of Round Lake, and NYSDOT. 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 analyze the impacts of temporarily closing a portion of Dr. Martin Luther King Blvd in Lincoln Park in the City of Albany for a construction project.

TASK 5.61 Project Development Support

Following cancellation of the NY 378 Bridge Planning and Environmental Linkage (PEL) Study procurement, CDTC staff worked with NYSDOT to refine the scope of work. An FHWA Environmental Streamlining for Major Bridge Projects Workshop was held to train staff on the purpose of a PEL study. The scope of work will be more focused on the environmental documentation needed for several possible alternatives.

44.26.00 PLANNING EMPHASIS AREAS (PEAs)

TASK 6.12 Human Services Agency Transportation

CDTC's Regional Transportation Coordination Committee (RTCC) met in October 2020 and January 2021. The group discussed the format and sessions for the rescheduled Tools of the Trade held in the next reporting period, how to find 5310 projects in the TIP, NYSDOT's vehicle transfer database, the merit evaluation process used in the TIP update process, the Senior Transportation Guide and stabilizing of schedules coming out of pandemic restrictions, FLEX, and CDTA's BusPlus River Corridor. Members provided a number of updates on their operations. Agencies providing human service transportation have worked hard to creatively and safely continue meeting the needs of the people they serve during the coronavirus pandemic. Printing of the Senior Transportation Guide was underway at the end of the reporting period.

TASK 6.13 Transit Planning

CDTC supported CDTA's transit planning activities through the update of New Visions 2050.

- Staff developed and advertised a Request for Proposals for a Bus Lane Feasibility Study in partnership with CDTA. The RFP was issued in January 2021 and five proposals were received by the March 2021 submission deadline. The evaluation team met and selected three consultant teams for interviews in April.
- Staff participated in the FY 2021 FTA/CDTA Program of Projects Meeting.
- The update of CDTA's Transit Development Plan was put on hold due to the impacts of COVID-19. Ridership data is being analyzed by CDTC staff.
- Staff initiated development of a transit access toolkit with assistance from the Community Planner Forum.
- CDTC, CDTA and Capital District Clean Communities continued support for the NYSERDA funded Capital Region Mobility Hub research project. The scope of work is being refined as the contract with NYSERDA has not yet been finalized.

TASK 6.14 Regional Travel Demand Management (TDM) Initiative

NYS DOT 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 in light of pandemic closures and restrictions. Staff responded to transit trip requests from the 511NY Rideshare Capital Moves portal, performed Guaranteed Ride Home registrations, and responded to transit and park-and-ride information requests via phone and website contact forms.

CDTC continued to work with 511NY Ridehare to refine the look and content of the Capital Moves portal. New and updated information and tools were added to the portal, such as a Carpool Savings Calculator on the homepage and updated policy information for the Guaranteed Ride Home program.

Due to continued pandemic disruptions CDTC will again forgo the Bike to Work and Bike to School Challenges typically held in May. Planning is taking place to create a Ditch the Car Challenge that will focus on non-recreational trips and allow travelers using any non-SOV mode to participate.

TASK 6.16.1 Safety Planning

CDTC staff remained active in safety planning and continued to chair the NYSAMPO Safety Working Group (see Task 1.69 for details). CDTC safety activities included:

- Staff continued to utilize crash data from the Accident Location Information System (ALIS) in CDTC Linkage Program planning studies, in monitoring COVID-19 impacts and in the continued refinement of regional crash profiles. Data from the ITSMR Traffic Safety Statistical Repository complimented the ALIS data.
- Three ROSAC meetings were held (October 2020, December 2020 and February 2021). The group monitored COVID-19 impacts on travel and the transportation system, discussed proposed changes to the Manual on Uniform Traffic Control Devices, heard a presentation from FHWA on Crowdsourcing for Operations and discussed the NYS DOT Region 1 Transportation Incident Management (TIM) Committee and CDTC's Capital Coexist Mini-Grant Program.
- Staff from CDTC and NYS DOT Region 1 gave a presentation on safety as part of the New Visions Learning Webinar Series called Moving Toward Zero: Approaches to Improving Safety.
- Staff continued to participate in the FHWA Pedestrian and Bicycle Focus Cities and States quarterly virtual meetings. Two meetings were held.
- Staff participated in several training webinars on safety topics including: NHTSA Recent Trends in Risky Driving, Cornell Local Roads Program Estimating and Understanding the Costs of Highway Projects, Connected and Automated Vehicle Pilots Deployment Results and Transition Plan and The Role of New Mobility in Safer Streets.

- Staff attended two virtual Albany County Traffic Safety Board Meetings to continue networking and coordinating on local safety initiatives.

TASK 6.16.2 Security Planning

CDTC adopted a Continuing Operations Plan, and developed 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 continued to monitor traffic and other COVID-19 impacts on regional travel. A COVID-19 Resource page is available on CDTC's website. NYSDOT Region 1 held a kick-off meeting for the Traffic Incident Management Committee.

44.27.00 OTHER ACTIVITIES

TASK 7.10.1 Town of Colonie GEIS Support

Staff 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. During the reporting period, CDTC staff completed 6 GEIS reviews for the Town of Colonie. Each review takes between three and five days to complete.

TASK 7.10.2 Town of Malta GEIS Support

Staff continued GEIS contractual work for the Town of Malta performing mitigation cost reviews. During the reporting period, CDTC staff completed 5 GEIS reviews for the Town of Malta. Each review takes between two and four days to complete.

TASK 7.20 Shared Transit Service Planning and Analytics Initiative

This initiative will support a set of collaborative pilot applications of available transit mobility planning and analysis tools. The results of these pilots will guide a potential broader statewide hosting of these tools for use by MPOs, NYSDOT and transit agencies in New York State. These 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 Specification, employer, land use parcel, highway speed data, etc.), cloud computing and open source software development.

NYSAMPO developed a scope of work for the project. CDTC staff incorporated this scope into a draft Request for Proposals and worked with NYSDOT to ensure all FTA procurement and reporting requirements will be met. Staff released the RFP, held a pre-proposal meeting with interested firms, and posted the pre-proposal meeting materials to the CDTC website. NYSAMPO members assisted with necessary responses from pre-proposal meeting inquiries.

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 City sought to update 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. Team members held three additional stakeholder meetings at the beginning of the reporting period. The project team prepared a draft report for public review and presented the document in a virtual public workshop held in the evening. The Citizen and Technical Advisory Committees each met twice, to review the draft report and the results of the public workshop. Advisory members provided comments, and the consulting team finalized the report and provided printed copies. City staff presented the results of the project to CDTC's Bicycle and Pedestrian Advisory Committee.

This project is complete.

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:

- CDTC staff reviewed 8 consultant proposals
- Initial consultant selection meeting was held October 9 and selection team narrowed 8 consultants down to 2
- CDTC reached out to previous clients to gain perspective on previous work performance and further evaluate consultant proposals
- Second consultant selection meeting was held October 20 where VHB (prime) and P4P (sub) was selected as the consultant team
- CDTC staff coordinated with Village staff to execute contract
- Project kickoff meeting with Village and Consultant team was held virtually on January 15th
- Study Advisory Committee Meeting #1 was held virtually on February 19th. Consultant team presented to the SAC on the draft purpose and need statement, Public Engagement Plan, project website and a review of the project scope and schedule.
- CDTC staff reviewed and provided comments on Draft Purpose & Need Statement, Public Engagement plan, and project website.
- CDTC staff developed sidewalk inventory survey to be completed by SAC members and Village volunteers.

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. Chazen Companies was chosen as the consultant for this project. The contract was executed and a Technical Advisory Committee meeting was held. The consultant team is working on the following items: scheduling the first Study Advisory Committee meeting in May, 2021, analyzing past projects and plans, developing a self-guided field visit and questionnaire, developing the public engagement plan.

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.

Consultant proposals were received in November 2020. A consultant selection committee was convened, and MJ Engineering was selected as the consultant lead. Project kickoff was held February 10, 2021. A Study Advisory Committee comprised of local stakeholders was convened; SAC meeting #1 was held March 24, 2021. CDTC staff compiled existing conditions data, safety analysis, and EJ/LEP mapping and provided to consultant. Consultant team compiled a literature review of prior planning efforts and prepared a draft Existing Conditions Report. Work is ongoing; completion is scheduled for February 2022.

Task 7.80 City of Troy: Federal Street Corridor Study

This Linkage Study was funded in the 2021-2022 fiscal year with \$50,000 in consultant assistance and \$30,000 in CDTC staff technical assistance. To better connect Troy's downtown with Federal Street, the City would like to explore repurposing Federal Street into a raised boulevard bookended with Roundabouts at River Street and Sixth Avenue. The repurposing of the corridor will support continued future commercial and residential redevelopment while accommodating non-automobile traffic.

This project has not yet begun.

TASK 7.90 Hoosick Street - Hillside Connections Study

This project is complete. The final study was approved by the Study Advisory Committee. It was presented to the City Council and a resolution was adopted in December 2020 accepting the study.

NYSAMPO Shared Cost Initiatives

This fund source is used by NYSAMPO to fund the consultant support contract, consultant contracts, 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. See Task 1.68.

Staff is also managing the new Shared Transit Service Planning and Analytics Initiative consultant contract. See Task 7.20.

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 – 2 teleconference meetings on December 10, 2020 and March 18, 2021. Along with Transit Working Group, continued work on micromobility fact sheet.
- Climate Change Working Group – 2 teleconference meetings on December 17, 2020 and March 25, 2021. Presented to NYSAMPO Directors on November 20, 2020.
- Freight Working Group – 2 teleconference meetings on November 10, 2020 and January 14, 2021. Presented to NYSAMPO Directors on October 23, 2020. Submitted request to FHWA Resource Center for annual call for services, and worked with FHWA Resource Center and New York Division staff to develop content and coordinate logistics for Freight and Land Use symposium.
- GIS Working Group – Crash data mapping training on March 3, 2021 and FHWA HEPGIS training on March 22, 2021.
- Modeling Working Group – 6 teleconference meetings on October 30, 2020, January 8, 2021, January 29, 2021, February 26, 2021, March 22, 2021, and March 26, 2021. Continued work as an advisory committee for the UAlbany AVAIL NPMRDS data project. Submitted request to FHWA Resource Center for annual call for services, and worked with FHWA Resource Center and New York Division staff to develop content and coordinate logistics for Transportation Analysis and Forecasting symposium.
- Safety Working Group – 6 teleconference meetings on October 21, 2020, November 18, 2020, January 27, 2021, February 24, 2021, March 3, 2021, and March 24, 2021. Revised safety education toolkit on NYSAMPO website.
- Transit Working Group – 2 teleconference meetings on December 15, 2020 and March 16, 2021. Reviewed proposed scope of work for the Shared Transit Service Planning and Analytics Initiative.
- Transportation Systems Management & Operations Working Group – 1 teleconference meetings on December 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. Plans were made and equipment purchased to expand the backups to include a non-centralized backup per month, which will begin early in the next period.

Uninterruptable Power Supplies (UPS) for Individual PC's: With staff working from home most of the time, PC's must remain powered on non-stop. This increases the likelihood of damage due to a power outage or surge. To mitigate this risk CDTC staff ordered a UPS for each PC, which will be configured to shutdown PC's gracefully during an outage and protect against surges better than surge protectors. It is expected that these will be installed early in the next reporting period.

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

Virtual Private Network (VPN): The VPN was been heavily used by CDTC staff, all of whom have predominantly worked at home during this entire reporting period. Supporting this deployment has taken considerable time for technical support.

Computer Purchase: The network hubs (switches) used at CDTC failed during this period. One was replaced immediately and the second one was replaced at a more convenient time. Through the use of smaller hubs used in CDTC computer lab, network connectivity was restored as soon as the situation was diagnosed.

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 staff cuts, which make their participation in the planning process more difficult.

MEMBERSHIP CHANGES

Planning Committee member Bradley Birge representing the City of Saratoga Springs retired January 2021 and his designate Susan Barden has replaced him.

MEETINGS HELD

October 1 st	Regional Operations and Safety Advisory Committee
October 5 th	Regional Transportation Coordination Committee
October 7 th	Planning Committee
November 4 th	Planning Committee
November 9 th	Equity Advisory Committee
November 18 th	Freight Advisory Committee
December 1 st	Complete Streets Advisory Committee
December 2 nd	Regional Operations and Safety Advisory Committee
December 3 rd	Policy Board
December 15 th	NYSAMPO Transit Working Group
December 17 th	Community Planner Forum
January 4 th	Bike/Ped Advisory Committee
January 4 th	Regional Transportation Coordination Committee
January 11 th	Equity Advisory Committee
February 3 rd	Planning Committee
February 9 th	Bike/Ped Advisory Committee
February 11 th	Regional Operations and Safety Advisory Committee
February 16 th	New Visions Webinar
February 17 th	Freight Advisory Committee
March 2 nd	Complete Streets Advisory Committee
March 4 th	Policy Board
March 16 th	NYSAMPO Transit Working Group
March 17 th	Community Planner Forum
March 22 nd	Equity Advisory Committee