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2018-20 UNIFIED PLANNING WORK PROGRAM

Capital District Transportation Committee
One Park Place
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DRAFT for review at the March 1, 2018 Policy Board Meeting

TABLE OF CONTENTS

INTRODUCTION.....	i
OVERVIEW OF THE UNIFIED PLANNING WORK PROGRAM.....	ii
FEDERAL CERTIFICATION OF CDTC’S MPO PROCESS.....	iii
CDTC’S NEW VISIONS REGIONAL TRANSPORTATION PLAN.....	iv
KEY ACCOMPLISHMENTS OF CDTC’S 2016-18 UPWP.....	v
MAJOR THEMES OF THE 2018-20 UPWP.....	ix
Emphasis Areas under CDTC’s 2018-20 UPWP.....	ix
Highlights of the 2018-20 Program.....	x
• New Visions Long-Range Regional Transportation Plan.....	x
• Transportation Improvement Program.....	xi
• Regional Safety Plan.....	xi
• Regional Trails.....	xi
• Regional Coordinated Public Transit Human Services Plan.....	xii
• Complete Streets.....	xii
• Smart Communities.....	xii
• Statewide MPO Association Support.....	xiii
PROPOSED 2018-19 UPWP BUDGET.....	xiv
FHWA PL CARRYOVER EXPENDITURE PLAN.....	xiv
CONSULTANT ADMINISTRATION MANAGEMENT.....	xv
RELATIONSHIP TO NYSDOT EMPHASIS AREAS.....	xvi
CONSISTENCY WITH FEDERAL LEGISLATIVE REQUIREMENTS.....	xvi
UPWP TASK DESCRIPTIONS.....	xvii
2018-20 UNIFIED PLANNING WORK PROGRAM TASK DESCRIPTIONS.....	1
44.21.00 PROGRAM SUPPORT AND ADMINISTRATION.....	1
1.51 Committee Activities.....	1
1.61 Certification Review.....	1
1.64 Americans with Disabilities Act (ADA) Compliance.....	1
1.65 Unified Planning Work Program Development.....	2
1.66 Environmental Justice Compliance, Title VI, and DBE.....	2
1.67 Prospectus: Continuing Operations Plan & Operating Procedures.....	3

1.68 NYSAMPO Administration	3
1.69 AMPO/NYSAMPO/TRB Committees and Working Groups	4
1.70 Public Participation	5
1.71 Provision of Community Services.....	5
1.73 CDTC/CDRPC Technical Assistance	5
1.75 Linkage Program Administration and Technical Support.....	6
44.22.00 GENERAL DEVELOPMENT AND COMPREHENSIVE PLANNING	7
2.25 Data Collection.....	7
2.28 Census	7
2.29 Geographic Information Systems (GIS).....	8
2.30 Highway Condition Inventory.....	9
44.23.01 LONG-RANGE TRANSPORTATION PLANNING (LRTP) - SYSTEM LEVEL..	9
3.11 STEP Model Development and Maintenance	9
3.21 Energy, Climate Change Initiative, Air Quality and Environment	10
3.31 Infrastructure & Financing Planning	11
3.41 New Visions and RTP Refinement.....	12
3.51 Performance-based Planning & Programming.....	13
44.23.02 LONG-RANGE TRANSPORTATION PLANNING (LRTP) - PROJECT LEVEL	14
3.12 I-787 Livable Corridor Study	14
3.22 Regional Operations and Congestion Management	15
3.42 GHG Reduction Analysis Tool	15
44.24.00 SHORT RANGE TRANSPORTATION PLANNING (SRTP).....	16
4.17 Complete Streets/Arterial Management	16
4.21 Freight Planning	17
4.23 Every Day Counts	18
4.25 Energy Efficient Logistics Grant.....	19
4.30 Smart Communities.....	19
4.35 NACTO Guidelines Training	20
4.60 Capital Coexist	20
4.67 Bike/Pedestrian Planning	21
4.68 Regional Trails Plan	21
4.70 Clean Communities	22
44.25.00 TRANSPORTATION IMPROVEMENT PROGRAM (TIP).....	23
5.01 TIP Development and Maintenance	23
5.10 Project Delivery and Tracking.....	23
5.51 Provision of Technical Services	24
5.61 Project Development Support.....	25
44.26.00 PLANNING EMPHASIS AREAS (PEAS)	25
6.12 Human Service Agency Transportation	25
6.13 Transit Planning	26
6.14 Regional Travel Demand Management Effort	26
6.16.1 Safety Planning.....	27
6.16.2 Security Planning	28

44.27.00 OTHER ACTIVITIES.....	28
7.20 Freemans Bridge Road Complete Streets Feasibility Study & Policy	28
7.70 Patroon Creek/Washington Avenue Corridor Study	29
7.80 Craig Street/Main Avenue Complete Streets Study	29
7.90 Hoosick Street Parkway Implementation Study	30
STATEWIDE PLANNING EFFORTS	30
NYSAMPO Shared Cost Initiatives.....	30
State Planning Research (SPR) Funded Efforts.....	31

APPENDIX A: LIST OF TABLES

Table 1 Funds by Source for CDTC Staff
Table 1A Explanation of Calculations for PL Match
Table 2 In-Kind Service for CDTC Staff
Table 3 Funds by Source for NYSDOT
Table 4 Funds by Source for CDTA
Table 5 Funds by Source for CDRPC
Table 6 FHWA Planning (PL) Funds
Table 7 FHWA STP Project Development
Table 8 SDF Funds
Table 9 FTA Section 5303 (New 2018-19)
Table 9A New FTA by Activity Line Item Codes
Table 10 FTA Section 5303 (Old 2017-18)
Table 10A Old FTA by Activity Line Item Codes
Table 11 USDOE
Table 12 Annual Local Contributions
Table 13 SPR Funds

2018-20 UNIFIED PLANNING WORK PROGRAM

INTRODUCTION

The Capital District Transportation Committee (CDTC) is the metropolitan planning organization (MPO) for the Capital Region of New York State. Every metropolitan area in the United States with a population of over 50,000 must have a designated 'Metropolitan Planning Organization' (MPO) for transportation in order to qualify for any federal transportation funding. The purpose of each MPO is to provide a forum for State and local officials to discuss transportation issues and reach a consensus on transportation plans and specific programs of projects. The U.S. Department of Transportation relies on each MPO to make sure that transportation projects that use federal funds are the products of a continuing, comprehensive, and cooperative planning process, and meet the priorities of the metropolitan area. To emphasize the importance of the MPO process, the USDOT will not approve the federal funding of transportation projects unless they are on the MPO's transportation improvement program.

CDTC has its origins in the old Capital District Transportation Study (CDTS), set up in 1964 through agreements between New York State, the four Capital Region counties, and the 77 municipalities in those counties.

The CDTC is composed of elected and appointed officials from:

- Each of the four counties (Albany, Rensselaer, Saratoga, and Schenectady);
- Each of the eight cities in the four counties (Albany, Cohoes, Mechanicville, Rensselaer, Saratoga Springs, Schenectady, Troy, and Watervliet);
- Town of Colonie
- New York State Department of Transportation;
- New York State Thruway Authority;
- Capital District Transportation Authority;
- Capital District Regional Planning Commission;
- Albany International Airport;
- Albany Port District Commission;
- and at-large members representing the towns and villages.
- The Federal Highway Administration and Federal Transit Administration serve as advisory members.

While its initial mission was to develop a long-range transportation plan, CDTC's current efforts are much broader. The CDTC sets its own agenda for planning activities, and with a small professional staff and the assistance of other member agencies, it investigates issues critical to the future of the Capital Region. CDTC's planning agenda is intended to be action oriented, answering such questions as: "How will the expectations and role of the transportation system be different in the year 2040 from what they are today? How can future development patterns be encouraged through transportation investment? How can the transportation system be managed or improved to enhance the region's quality of life, protect the region's unique ecosystem, and sustain economic vitality? What are the financial requirements to provide the desired system and how can they be secured?"

The CDTC has conducted regional transportation planning for the Capital Region for more than 50 years. CDTC has always affirmed the need to conduct transportation planning in a cooperative and collaborative, as well as a sound technical manner. All planning has been conducted on a comprehensive multi-modal basis, with highway, transit, bicycle/pedestrian, and transportation system management measures all given consideration. Planning has been conducted on an integrated basis with consideration given to the wide range of impacts of transportation, and the need to coordinate transportation planning with land use planning. CDTC has emphasized the maintenance of a sound planning data base, since, without an intimate understanding of the current transportation system and of those factors that determine

the need for transportation facilities and services of various kinds, sound transportation planning cannot be conducted. These and other principles that form the foundation of CDTC's planning program are described in detail in CDTC's *Continuing Operations Plan 2010, MPO Planning Agreement*, and other documents and agreements.

OVERVIEW OF THE UNIFIED PLANNING WORK PROGRAM

One of CDTC's responsibilities is to develop a *Unified Planning Work Program (UPWP)* as a basis and condition for all FHWA and FTA funding assistance for transportation planning within the four county Capital Region. The CDTC has embraced the two-year UPWP concept, moving from annual to biennial development in 2006.

Development of the 2018-20 UPWP began with a discussion of ideas with CDTC's Planning Committee at its November and January meetings. The solicitation for the 2018 Community and Transportation Linkage Planning Program provided additional studies for next year's planning program. Specific studies will be recommended to the Planning Committee before its February meeting. The Planning Committee will review and endorse the full program on February 7, 2018. Following a 30-day public review period, the Policy Board will be asked to approve the program on March 1, 2018.

The Unified Planning Work Program identifies transportation planning and programming activities that are to be undertaken in the Capital Region during the upcoming two years, beginning on April 1, 2018 and ending on March 31, 2020. The intent of the comprehensive work plan is to coordinate all federally-funded transportation-related planning activities in the region.

The primary sources of federal planning funds supporting CDTC's UPWP activities include:

- Federal Transit Administration (FTA): Section 5303, Section 5307, and Transit State Dedicated (SDF) Funds
- Federal Highway Administration (FHWA): Planning (PL) Funds; Statewide Planning & Research (SPR) Funds; Congestion Mitigation & Air Quality (CMAQ) Funds and other capital funds such as from the Surface Transportation Block Grant Program (STBG-) and the National Highway Performance Program (NHPP) committed to planning efforts in the Transportation Improvement Program (TIP); and
- U.S. Department of Energy Funds supporting the Clean Communities Program

The New York State Department of Transportation (NYSDOT) Statewide Planning and Research (SPR) activities that directly pertain to the Capital Region are described in the text of the UPWP, but are not shown in the financial tables. Full documentation of the SPR program is available from NYSDOT and is posted at www.nysdot.gov.

Because the CDTC staff carries out specific activities that go beyond the normal MPO planning activities, the UPWP also includes additional studies and resources. The UPWP also includes contractual efforts with Albany County, the City of Albany, Town of Colonie, and the Town of Malta. Further, CDTC's *Community and Transportation Linkage Program* has increased the amount of local commitment to CDTC's annual work program effort. Typically, Linkage studies are carried out through consultant contracts held by CDTC using federal funds and local cash provided to CDTC by the sponsoring municipality.

Each task listed in the UPWP is undertaken by either the CDTC staff, CDTC's member agencies, or by consultants. The 2018-20 UPWP also includes resources for staff support for the New York State

Association of Metropolitan Planning Organizations (NYSAMPO) activities. Separate budgets are prepared for the 2018-19 and 2019-20 federal fiscal years. The 2019-20 budget will be prepared in 2018 as an addendum to the UPWP.

FEDERAL CERTIFICATION OF CDTC'S METROPOLITAN TRANSPORTATION PLANNING PROCESS

In the last review for which we have results, the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) conducted a federally required quadrennial review of the metropolitan transportation planning process carried out by the Capital District Transportation Committee (CDTC) in March, 2016. The objective of the review was to determine whether the metropolitan transportation process meets the Federal requirements outlined in 23 CFR 450.300 and to assure that an adequate process exists to ensure conformity of plans and programs in accordance with procedures contained in 50 CFR Part 51. The Certification Review was based on routine FHWA and FTA interaction with staff in day-to-day operations; a review of CDTC planning products and processes; a field review meeting with staff from CDTC, NYSDOT, and CDTA; and a public comment period.

Based on the reviews conducted and ongoing oversight by the federal agencies, CDTC's metropolitan planning process received 6 commendations regarding our New Visions 2040 Long-range Regional Transportation Plan (LRTP) white papers and our funding ballot, our Unified Planning Work Program (UPWP) local bridge assessment study, our Transportation Improvement Program (TIP) benefit/cost ratio and merit scoring, our Title VI and Civil Rights program's ADA Working Group as a best practice in New York State, our Freight Planning process for engaging regional stakeholders and producing a regional freight plan, and our Intelligent Transportation System (ITS) program for incorporating traffic signal technologies. The review also concluded that the four recommendations cited in the previous 2012 report related to the TIP programming considering smaller communities, updating our website, improving our mailing lists, and assisting adjacent rural counties were all fully addressed in the last four years.

In this recent certification, CDTC was found to be "a very professional endeavor but due to the need to address corrective actions it is hereby certified with condition." Regarding a TIP fiscal constraint corrective action CDTC staff developed a proposal to defer the project phases of numerous State and local TIP projects. The Policy Board approved this proposal, which was submitted to FHWA and FTA on March 8, 2017 to meet the March 30, 2017 deadline. The FHWA and FTA approved the Policy Board action on March 31, 2017. Regarding a financial plan corrective action CDTC staff developed a more detailed financial plan, and submitted the revised plan to FHWA and FTA on June 6, 2017 prior to the June 30, 2017 deadline. In response to several FHWA and FTA comments, CDTC completed additional revenue analyses, and re-submitted the plan on January 29, 2018.

The next formal in-person review will be in March 2020.

In accordance with the FAST Act requirements, CDTC is also required to complete a self-certification at least every 4 years and upon submittal of an updated TIP. The purpose of self-certification is to document that compliance of CDTC's transportation planning process with federal planning requirements continues. FHWA and FTA view self-certification as one of the critical mechanisms for ensuring the satisfactory implementation of these planning requirements. Our last self-certification process was carried out in 2016 with the adoption of CDTC's *2016-21* Transportation Improvement Program, and our next self-certification will be completed in 2019 with the adoption of the 2019-24 TIP.

As the Metropolitan Planning Organization (MPO) for transportation planning and programming in the Capital Region of New York State, CDTC has been recognized as one of the most innovative and successful planning organizations in the country by the USDOT and other professional peer organizations. Nationally, CDTC has been at the forefront of MPOs in land use and transportation planning.

CDTC'S NEW VISIONS REGIONAL TRANSPORTATION PLAN

After four years of extensive outreach and technical analysis, CDTC adopted its landmark New Visions for a Quality Region 2030 Plan in October, 2007, and received a positive FHWA/FTA air quality determination later that year. While the plan is the long-range transportation plan for the region, it strives to have the region recognize the importance of land use design and smart growth management to maintain the quality of the region as well as the quality of the transportation system. The content of the plan, including its policies and expanded principles, frames the way this region will look at such items as transit service, urban reinvestment, roundabouts, the scope of capital projects, treatment of the Northway and other expressway congestion issues, and highway widening issues in general.

In 2010, CDTC has re-assessed the 2030 plan against recent events and current circumstances. The review confirmed the validity of the plan. The Policy Board formally endorsed the New Visions 2035 Plan Update as a reaffirmation of the 2030 plan without a wholesale recreation of the plan. Endorsing the update satisfies federal requirements that the plan's official status remain "fresh" and that the plan's horizon remain sufficiently long while allowing CDTC to focus its substantive effort on the issues identified in the New Visions 2030 effort.

The New Visions 2040 Plan, the latest update adopted on September 2, 2015, is called New Visions for a Quality Region. The 2040 Plan reaffirms CDTC's principles, strategies, and actions while broadening the scope of the original plan to include more regional land use and technology issues.

New Visions 2040 supports keeping the region's highways and bridges in good condition; providing high quality transit service through continued investment in BRT; and building "Complete Streets". The Plan remains committed to the maintenance, repair, reconstruction, and right-sizing existing passenger and freight transportation services. The Plan acknowledges the growing role that technology will play in the coming years – autonomous cars, self-adjusting signal systems, smart phone apps, ridesharing, carsharing, and bike sharing will all help mitigate congestion while providing more transportation opportunities to all residents of the region. Freight has a prominent role in the Plan as well.

CDTC sought public input in every stage of the long-range planning process. This Plan received public input from nine New Visions committees; six public meetings held in all four counties; meetings with stakeholder groups; CDTC website; surveys and polls; and social media. In the coming months and years, CDTC will partner with CDRPC and other members to educate the public about the New Visions 2040 principles and recommendations, and train Planning, Zoning, and Town Boards and professional planners and elected officials with tools and techniques that can be used to help foster sustainability and smart growth goals of the Plan.

KEY ACCOMPLISHMENTS OF CDTC'S 2016-18 UPWP

The 2016-18 UPWP focused on implementing recommendations of the New Visions 2035 Plan. Some of the key accomplishments of CDTC's 2016-18 UPWP include:

Performance Measures

- Collected baseline data for most of the 50+ measures proposed in New Visions, including the Safety performance measures made official by the FHWA. This baseline contains information primarily from 2015, and will be used to compare with changes to this year's data collected in 2017.
- CDTC adopted the Highway Safety Improvement Program (HSIP) performance measure targets set by New York State Department of Transportation (NYSDOT) for five safety performance measures required in the HSIP final rule (23 CFR Part 490).
 - The five performance measures are:
 1. Number of Fatalities
 2. Rate of Fatalities per 100 million Vehicle Miles Traveled (VMT)
 3. Number of Serious Injuries
 4. Rate of Serious Injuries per 100 million VMT
 5. Number of Non-Motorized Fatalities and Non-motorized Serious Injuries
- CDTC agreed to support by resolution CDTA's Transit Asset Management (TAM) performance measure targets. Over several months, CDTA provided CDTC with their data, their approach to developing the performance targets and the identified targets which were then shared with CDTC. The performance measures for which FFY 2018 targets were set are for rolling stock, equipment and facilities.

Infrastructure

- Received and evaluated 116 TIP (Transportation Improvement Program) project amendments for Planning Committee and/or Policy Board action. Additionally, staff worked with NYSDOT Region 1 Planning & Programming staff and our members to make TIP and STIP project changes, minor enough not to require committee action, to 219 projects.
- Contractual arrangements with the Town of Colonie regarding their Airport Area Generic Environmental Impact Statement (GEIS) process continued for the review of land development projects in the Airport and Boght areas of the Town. Over the last two years, staff completed 28 new reviews and three supplemental reviews for previously reviewed projects. At the request of the Town, staff completed analyses for two speculative projects near the airport.
- Modeled on the Town of Colonie's Airport Area GEIS process, staff cooperatively developed an approach for the Town of Malta to use to evaluate the impacts of development projects in the town. A contract was prepared and fully-executed to begin the process in April 2017. Since April, 10 projects have been reviewed for the Town of Malta.
- CDTC entered into its fifth contract with the City of Albany to evaluate the condition of all city streets.
- Established a federal-aid project tracking system led by CDTC staff, which included monthly reports to the Planning Committee, member project briefs at design milestones and access to project

management documents. Staff met with NYSDOT Region 1 Planning & Programming staff who agreed to share project management plans with CDTC.

- The 2016 and 2017 Albany County Highway Inventory data and the 2017 Albany City Highway Inventory data were collected, reviewed, field-checked, and compiled. The condition data file, maps, and a brief summary of findings were forwarded to the Albany County DPW and the Albany City Department of Engineering for use in planning for their upcoming paving season.
- The 2017 Non-State Federal Aid Roads Highway Inventory data was collected, reviewed and compiled.
- In response to a TIP fiscal constraint corrective action cited by the United States Department of Transportation (USDOT) in their March 2016 Certification Review, staff met several times internally and with the NYSDOT Region 1 Planning & Programming staff to develop options to defer the project phases of numerous State and local TIP projects. The Planning Committee reviewed these options project-by-project and phase-by-phase, and approved a proposal for the Policy Board, which approved that proposal on March 8th and met the March 30, 2017 deadline. The USDOT approved the Policy Board action on March 31, 2017.
- In response to a financial plan corrective action cited by the USDOT in their March 2016 Certification Review, staff used our Highway Condition Projection Model (HCPM) to forecast State, County, and local pavement conditions, calculate needed investment levels, and test various scenarios related to investment and financing strategies. Staff then revised New Visions 2040 to include a more detailed financial analysis of the Plan, reviewed the document with the Planning Committee, and submitted the plan to USDOT prior to the June 30, 2017 deadline. In response to several USDOT comments, CDTC completed additional revenue analyses and re-submitted a revised plan on January 29, 2018.

Safety

- CDTC held a workshop to assist potential safety project sponsors in developing applications for the 2016-2021 Transportation Improvement Program Highway Safety Improvement Program (HSIP) projects. Solicited for local HSIP projects, evaluated 3 projects, and programmed 3 local projects in the Towns of Clifton Park and Niskayuna and the City of Schenectady.
- CDTC issued a Request for Proposals for a Regional Safety Action Plan and Safety Investigation Program. Received two proposals, evaluated them, and awarded contract to the highest rated, qualified proposer.

Linkage Studies

- Completed the following twelve Linkage Projects:
 1. Albany Complete Streets Policy Design Manual
 2. Albany Waterfront Connector Feasibility Study
 3. Albany Shaker Road Corridor Study
 4. Bethlehem Delaware Avenue Complete Street Feasibility Study
 5. Malta Route 9 Reconfiguration Feasibility Study
 6. New Scotland Hamlet Zoning Refinements and Design Guidelines
 7. Saratoga Springs Bicycle, Pedestrian & Public Transit Master Plan
 8. Schenectady Urban Bike Infrastructure Master Plan
 9. Schodack Zoning Code Amendments and Site Design Guidelines
 10. Stillwater Route 4 Zoning and Site Design Standards

11. Troy Bicycle Facilities Guidelines
12. Westmere Corridor Study

- The Town & Village of Stillwater Route 4 Zoning and Site Design Standards Linkage Study won the Capital District Regional Planning Commission “Erastus Corning Achievement Award for Intermunicipal Cooperation.”
- Created and launched CDTC’s Linkage Program ArcGIS Online mapping application.
- For the 2017-18 Linkage Study Program, staff solicited for proposals, evaluated 2 proposals and awarded funding for 1 of those proposals. For the 2018-19 Linkage Study Program, staff solicited for proposals, evaluated 8 proposals and awarded funding for 2 of those proposals.

Bicycle/Pedestrian

- Completed the 2016 Regional Trail Perspectives, which included conducting trail counts and surveys on nine regional multi-use trails, and released the report in August.
- CDTC issued a Request for Proposals for a Regional Greenway & Trails Plan. Received four proposals, evaluated them, and awarded contract to the highest rated, qualified proposer.
- CDTC coordinated and hosted the first NACTO Bike Design Guide training in New York State in September 2017.
- Solicited for, evaluated, and completed 8 Traffic Safety Ambassador Program mini-grants in 2016 and 8 mini-grants in 2017.
- Staff developed, implemented, and completed the pilot Complete Streets Educational & Technical Assistance Workshop Series. Workshops were held during 2016 in the Town of Niskayuna, the City of Troy, the Town of Malta, and Albany County. Staff began preparations for the 2018 Complete Streets Workshop series by incorporating lessons learned from the pilot round, completing the consultant selection process, and initiating the sponsor solicitation.
- Completed planning and provided support for the launch of CDTA’s (Capital District Transportation Authority, our regional transit agency) “CDPHP Cycle!”, a regional bike sharing service using Social Bicycles.

Human Services/ADA/Title VI

- CDTC’s Regional Transportation Coordination Committee assisted CDTC staff in planning and holding a full day “Tools of the Trade” workshop for human service agency transportation providers in April 2016. Over 40 people attended to hear a wide range of presentations about currently available programs from travel training to driver training, to innovative approaches to mobility management and agency staff-based transportation services planning.
- CDTC organized the Capital Region’s FHWA Americans with Disabilities Act (ADA) Training for local municipalities on September 30, 2016. The training focused on ADA Transition plans and pedestrian facility inventory requirements, and included an interactive outdoor component to experience traversing public sidewalks with a mobility impairment. The subject of liability and the need for municipal legal and executive staff to understand ADA transition plan was discussed.

- Completed scanning for the presence of sidewalks and collecting sidewalk data for all 77 municipalities in CDTC’s planning area. Created and distributed sidewalk data packages to all cities and villages, and to 17 of the 38 towns in our planning area where sidewalks exist. The sidewalk inventory GIS files, data tables and maps can be used by these municipalities as a first step in identifying ADA compliance needs for their pedestrian facilities to update or establish required municipal ADA Transition Plans.
- Solicited for 5310 project proposals. Received and evaluated 15 applications, and forwarded recommendations to the NYSDOT.
- Staff solicited members for the new Environmental Justice/Title VI Task Force, and held the inaugural meeting in September 2016.
- Staff completed an Environmental Justice/Title VI Analysis of the updated TIP and New Visions Plan, and the first-ever ADA self-analysis of CDTC’s physical accommodations.
- CDTC adopted a Limited English Proficiency Plan which updated CDTC’s LEP policies.

Freight

- Conducted a vehicle license plate survey of an environmental justice area on S. Pearl Street in the City of Albany using automatic license plate readers and data from the NYS Department of Motor Vehicles to determine the origins and destinations of heavy truck traffic in the area and alternate truck routes. Assisted by the City of Albany, the NYS Department of Transportation and the NYS Department of Environmental Conservation.
- Staff continued to develop a working relationship with the Rensselaer Polytechnic Institute (RPI), most recently by partnering on the Collaborative Approaches to Energy-Efficient Logistics in the Albany - New York City Corridor project, funded by the US Dept. of Energy.

Other Projects

- CDTC in partnership with NYSDOT and the City of Albany developed a final Draft I-787/Hudson Waterfront Corridor Study report, and held the final public meeting for this study. The study identifies future transportation strategies for the I-787 corridor that support and balance economic development and revitalization efforts, transportation network resilience, and improved walking, biking, transit, and visual access to the waterfront.
- Conducted incident scenario traffic diversion modeling for I-87 and participated in the Saratoga County Office of Emergency Services Tabletop Exercise.
- CDTC staff assumed the role of chair of the AMPO Policy Committee in May 2017.
- Continued to host the statewide MPO association staff contract. Attended several dozen meetings and chaired 4 of the 8 Association working groups.
- Conducted “Bike to Work” team challenge during National Bike Month in May 2016 and May 2017. In 2016 500 people registered, amounting to over 5,700 bicycle miles, replacing 230 gallons of fuel, eliminating 4,500 lbs of CO₂, and burning about 245,000 calories. In 2017 515 people registered,

amounting to over 5,500 bicycle miles, replacing 223 gallons of fuel, eliminating 4,400 lbs of CO₂, and burning about 240,000 calories.

- Expanded electric vehicle charging infrastructure in the CDTC Region through Capital District Clean Communities' efforts to implement the Capital District EV Charging Station Plan.
- Launched a new website in July 2016 after two years of development. Staff training was held in September 2016 to learn more about the Joomla content management system.

MAJOR THEMES OF THE 2018-20 UPWP

CDTC moved from an annual to biennial development of the UPWP in 2006. The new approach remains successful because many of CDTC's activities are ongoing, and that UPWP task descriptions differ little year to year. Some activities, such as the Linkage Program, remain on an annual cycle; second year Linkage programming and other UPWP changes will be treated as amendments when necessary.

In attempting to find sound answers to the questions posed in New Visions and elsewhere, to formulate plans containing recommendations concerning those questions, and to monitor transportation system development activities in the region, the CDTC conducts a number of activities in four major areas: transportation planning support and assistance, which includes data collection and development, model refinement, and technical assistance; transportation systems management and programming; long-range planning; and detailed Linkage study projects.

Major themes of this UPWP include:

- Planning for the role and the impacts of new transportation technologies;
- Providing safe and reliable transportation choices to the new demographics;
- Ensuring that freight is both efficient and effective; and
- Maintaining and improving our existing infrastructure

Emphasis Areas under CDTC's 2018-20 UPWP

For the coming two-year period under CDTC's 2018-20 UPWP, we will continue to focus on foundational activities with emphasis on the following:

- Development and adoption of a new New Visions 2045 (Long-range Regional Transportation Plan (LRTP)) Plan.
- Development and adoption of a new 2019-24 Transportation Improvement Program Development and adoption of a Regional Safety Plan
- Development and adoption of a new Regional Trails Plan
- Development and adoption of an updated Coordinated Public Transit Human Services Plan
- Continuing the lead in NYSAMPO working groups, and continue our support of NYSAMPO as one of the best models of cooperation in the nation.
- Establishing a Smart Communities Task Force
- Working with our Equity Task Force and our consultant-lead focus groups to identify ladders of opportunity.
- Completing the I-787/Hudson Waterfront Initiative study
- Working with County Local Emergency Planning Committees in the development of their plans, specifically modeling traffic patterns for their critical emergency scenarios
- Implementing the recommendations of our new Regional Freight Plan

- Continuing involvement in public transportation planning, including support of CDTA's update of their Transit Development Plan and their planning for "40 miles of BRT"
- Providing our members with Complete Streets and NACTO Guidelines training.
- Advancing, expanding to pedestrians, and providing continued support for CDTC's Capital Coexist bicycle education campaign
- Continuing discussion with NYSDOT on implementing FHWA's Every Day Counts Initiative, especially with linking NEPA with the planning process
- Collecting additional data to help support performance measure development
- Continuing to provide leadership in USDOE Clean Communities Program
- Continuing to collect and evaluate highway condition data
- Expanding CDTC's interactive web mapping content via ArcGIS online

Highlights of the 2018-20 Program

The full UPWP agenda continues to be ambitious and demanding, particularly with the development of an updated LRTP, an updated TIP, and the update of 3 regional plans in the same 2 year period. Highlights of the draft program are summarized below:

New Visions Long-Range Regional Transportation Plan

The New Visions 2040 Plan is the Long-Range Regional Transportation Plan (LRTP) which was adopted in September 2015. CDTC is required to update the Plan by September of 2020. It is anticipated that the update will take two years and therefore should begin in the fall of 2018. The New Visions 2040 Plan included planning and investment principles and recommendations in each of the following areas:

- Quality of Life:
 - Land Use
 - Economic Development
 - Regional Equity
 - Big Idea/Big Ticket Initiatives
- Bicycle and Pedestrian Action Plan
- Complete Streets
- Coordinated Public Transit-Human Services Transportation Plan for the Capital District
- Environment
- Technology
- Infrastructure
- Regional Freight & Goods Movement Plan
- Regional Operations and Congestion Management
- Safety
- Security
- Transit
- Financial Plan

The Plan update will continue to support these important components of the New Visions 2040 Plan and further develop and explore emerging opportunities. For example, the Plan update will more comprehensively consider changing trends in VMT growth, ride hailing, travel demand management, and the potential impacts of autonomous vehicles on travel patterns; and develop policies that consider these issues and potential implications for investments.

The Plan Update will more comprehensively incorporate performance measures. New federal regulations require that the Plan incorporate performance measures for safety, reliability, freight, transit asset management, and bridge and pavement condition. CDTC will meet these requirements and also seeks to go beyond the required treatment of performance measures to integrate other performance measures already included in the New Visions Plan: community quality of life, economic development impacts, greenhouse gas emissions, energy consumption, emissions that contribute to ozone pollution, pedestrian access, bicycle access, transit access, transit service, and complete streets measures. In addition to federally required performance targets, CDTC will develop realistic and aspirational targets that will help decision makers monitor and achieve the goals of New Visions.

Transportation Improvement Program

One of CDTC's most important responsibilities is the development and maintenance of a multi-modal program of transportation projects called the Transportation Improvement Program (TIP). In 2018, CDTC and the other thirteen New York State MPOs through NYSAMPO will begin working closely with NYSDOT and member agencies to make adjustments to the current Statewide Transportation Improvement Program (STIP) based on the current economic, legislative, and programmatic uncertainties (The federal infrastructure plan, the Highway Trust Fund insolvency and the FAST Act reauthorization). This 2019-2024 update of the STIP will provide the opportunity to incorporate programmatic revisions necessitated by lower than anticipated federal revenues, and to continue discussing ways of implementing innovative system preservation strategies that integrate sound asset management principles into the TIP project selection process. This latest TIP update will be completed in June 2019.

Regional Safety Plan

In 2018, CDTC staff will utilize the Regional Operations and Safety Advisory Committee (ROSAC) and a consultant to develop a Regional Safety Action Plan. This Plan will be modeled after the New York State Strategic Highway Safety Plan (NY SHSP) which was approved by New York State and the Federal Highway Administration in August 2017. The Regional Plan will take a more in depth look at location based crash data, causal factors and complete streets principles to identify broad engineering, education and enforcement strategies that consider regional crash data and local context. The identified strategies will be those with the greatest potential to reduce fatal and serious injury crashes as well as to reduce crash rates on all public roads. As part of this effort, an extensive public process will be undertaken.

In addition to the plan, consultant technical services will be provided to CDTC to undertake safety investigations on roadways owned and maintained by a county, town, city or village in the region. Both efforts should provide guidance as to possible projects and/or programs that may be Highway Safety Improvement Program (HSIP) eligible. Projects and programs, including educational programs, identified in the plan and through the safety data technical work are intended to support NYSDOT in meeting its state safety targets adopted in August 2017 and supported by CDTC in September 2017 per FAST Act requirements. Additional safety educational efforts will be taken in tasks related to Capital Coexist, Complete Streets and through the NYSDOT Pedestrian Safety Action Plan.

Regional Trails Plan

In 2016 CDTC conducted trail use counts and surveys from users, homeowners, and municipalities and organizations that own and maintain trails. In 2018 the data collected from this project will be used to help develop a regional trail and greenway plan.

The scope for this project includes the following tasks:

- Develop a **Greenway and Trails Vision** – identify gaps in the existing trail network, engage stakeholders to develop recommendations for connections and new trail facilities, and prioritize trail projects for implementation.
- Perform a **Regional Impact Analysis** – Estimate the economic impact of existing trail facilities and project the potential impact of a built-out network.
- Compile **Trail Management Best Practices** – Identify trail partners throughout the region and collect information on their trail project successes to outline the types of partnerships and resources needed for a successful trail project.
- Develop **Branding and Marketing Plan** – develop a brand for the regional network of trails, provide guidelines for deploying the trail logo and suggest strategies for engaging the private sector to support trail development.
- Collect **Drone Imagery and Videography** – collect photos and video via drone of the existing network and potential trail corridors.

Regional Coordinated Public Transit-Human Services Transportation Plan

CDTC staff will continue to convene the ongoing group called the Regional Transportation Coordination Committee (RTCC) to work on coordination requirements and the update of the 2015 Coordinated Plan. This update will incorporate the most recent Census demographic information and will explore potential coordination activities and solutions to some of the issues related to the changing human service agency transportation landscape resulting from the FAST Act and the federal Affordable Health Care Act. Working with the RTCC and other stakeholders, the coordinated plan update will incorporate the results of our Equity Task Force “ladders of opportunities” focus groups and include a regional workshop (called “Tools of the Trade”) to help identify the most critical issues, gaps and barriers to coordination and related potential implementation actions.

Complete Streets

The FAST Act – the first federal transportation bill to ever include complete streets – has encouraged integration of complete streets into the metropolitan planning process. New Visions calls for transportation investments to be made in a complete streets framework which supports the convenient and safe travel of all people – of all ages and abilities as appropriate to a facility’s community context. CDTC is sponsoring a series of Complete Streets Educational & Technical Assistance workshops in three municipalities to help community transportation planning practitioners and decision-makers identify and overcome barriers to complete street implementation.

CDTC is also sponsoring a National Association of City Transportation Officials (NACTO) training for local transportation leaders and professionals on roadway design that prioritizes alternative modes, such as bicycles, pedestrians, and transit via certified trainers. The workshops are typically a day-long event that includes a morning seminar and afternoon design charrette. CDTC will plan, coordinate, and host one training for interested CDTC members.

Smart Communities Task Force

CDTC will assemble a Smart Communities Task Force in 2018. This task force will act as a platform for local authorities to give them the opportunity to share and exchange their experiences. It will improve the local knowledge in the field of new technologies and how they can improve or work alongside mobility and transportation, including autonomous vehicles, internet of things, and improved traffic systems.

This task will include the following efforts:

- Research Smart City plans and implementations around the world.
- Identify data-driven innovations that could be applied to solve transportation issues and problems in the Capital Region.
- Identify technologies that can be implemented or developed in the Capital Region to improve mobility and reduce greenhouse gas emissions.
- Develop a regional Smart Cities Roadmap which includes the priorities outlined in New Visions 2040 Environment & Technology White Paper.
- Solicit communities for 2 – 3 consultant-developed Smart Community local plans each year.

Statewide MPO Association Support

The CDTC successfully participates with the thirteen other New York MPOs in a statewide association. The association facilitates dialogue among MPOs and State/Federal agencies through regular meetings of MPO Directors, periodic technical meetings among MPO staff, and through conferences and training. The association also sponsors a biennial summer conference for MPO staffs. The Policy Boards of all fourteen MPOs authorized the use of pooled funds to contract with an individual or planning firm to provide staff support. Staff support is currently being provided by T.Y. LIN International LLC.

A major NYSAMPO accomplishment over the last four years includes the convening of several technical working groups for Safety, Bike/Pedestrian, Climate Change, Transit, Travel Demand Modeling, GIS, Freight, and Transportation Systems Management & Operations.

These working groups, which consist of MPO staff program managers assisted by NYSAMPO staff support consultant:

- Develop initiatives intended to improve MPO performance and planning
- Hold monthly or quarterly teleconferences with at least one in-person meeting each year
- Share best practices related to their subject matter both within and outside New York State
- Review and comment on related federal rulemakings related to MAP-21 and the FAST Act
- Coordinate with NYSDOT and its partners on data quality and accessibility
- Participate in the development and update of statewide plans
- Strengthen partnerships with other stakeholders within New York State
- Partner with each other on topics of mutual interest
- Provide training to MPO staff and member agencies/organizations
- Develop and promote related educational materials.

CDTC staff participates in each working group and chairs the Safety, Travel Demand Modeling, Freight, and Climate Change working groups.

PROPOSED 2018-19 UPWP BUDGET

The full UPWP agenda is ambitious and demanding. CDTC’s ability to pursue the proposed agenda is a result of the Administrative & Finance Standing Subcommittee’s confidence in the staff’s management and technical abilities, their stewardship of CDTC’s financial resources and contractual commitments, and their commitment to a stable staffing structure. The budget for the first year (2018-19) of the two-year 2018-20 UPWP has increased slightly from last year to reflect the increase in consultant services. The proposed CDTC staff budget for 2018-19 is shown in Appendix A: Financial Tables.

The two primary sources of federal planning funds supporting UPWP activities are FHWA’s Section 104(f) Metropolitan Planning (PL) funds and FTA’s Section 5303 Metropolitan Planning Program (MPP) funds. The federal funds in the 2018-20 UPWP from these programs are \$2,947,504 and \$347,923 respectively for 2018-19. CDTC staff activity is primarily matched by NYSDOT in-kind services that exceed \$500,000. The 2018 UPWP contains about \$1,279,500 in CDTC administered consultant contracts along with \$244,000 pass through funds to support CDRPC efforts. Table 1 shows the proposed staff budget for 2018-19, and includes all federal, state, and local funding.

Proposed 2018-19 UPWP Budget

Fund Source	Federal	State	Local	Total
FHWA Metropolitan Planning (PL)	2,947,504	562,032	131,000	3,640,536
STP Funded Tasks	108,000	27,000	-	135,000
SDF Funds	12,500	-	-	12,500
2018-19 FTA Section 5303	347,923	65,236	21,745	434,904
2017-18 FTA Section 5303	50,000	9,375	3,125	62,500
FHWA SPR	80,000	20,000	-	100,000
Albany County, Town of Colonie, Town of Malta & City of Albany	-	-	86,410	111,280
USDOE	45,000	-	-	45,000
Total Contract Value	3,590,927	683,643	242,280	4,516,850

FHWA PL CARRYOVER EXPENDITURE PLAN

CDTC staff recognized about 5 years ago that CDTC’s PL carryover balance was significant. Like many other MPOs CDTC’s strategy for many years was to build up a fund balance so that CDTC could weather any unforeseen circumstances which may arise, such as failure of the U.S. Congress to approve a multi-year funding bill, a rescission of federal funding, or a change in a hosting agreement. In both the private sector and public sector, and even in personal finances, this “contingency” fund is reasonable and is often called a “rainy day fund.”

MPOs have 4 basic expenditures: Personnel costs, overhead costs, consultant costs, and pass-through costs. In order to spend down a significant carryover balance, a MPO must increase spending in one or more of these expense categories.

1. Personnel costs. CDTC’s personnel costs have not increased significantly in years. Salary raises are not excessive, and the number of staff has not increased. In fact, due to senior staff retiring and the lower salaries of junior replacement staff, our salary costs have decreased recently. Hiring more staff

is definitely not advisable, especially if the carryover balance is expended in a few years and that staff needs to be terminated.

2. Overhead costs. The overhead costs of MPOs is, by their very nature, kept lower than other organizations. The MPO hosting agreements are meant to reduce administrative staff and costs by relying on the host's resources to provide these services. We rely on our host for financial, personnel, auditing, legal, and purchasing services. We don't maintain a fleet of vehicles, and we don't have any special office needs. Increasing overhead costs is not a reasonable option for spending carryover balance.
3. Consultant costs. CDTC does have consultant contracts to provide specific services which staff cannot provide such as engineering and marketing, and to provide additional planning resources when needed. Most of our consultant contracts provide either services for our Linkage Program studies or for our more comprehensive regional studies, such as our Regional Freight, Regional Safety, and Regional Bicycle/Pedestrian studies. Consultant contracts are limited by the MPO host agency's ability and willingness to deal with the cash flow issue. In most cases (including CDTC) the host agency pays for monthly expenses, the MPO submits reimbursement requests to the NYSDOT, and several months later the host receives the reimbursement. At CDTC we are fortunate that our host agency, CDTA (our regional transit agency), has the financial ability and the willingness to deal with these issues. That said, every host agency has a limit, and increasing consultant costs will only decrease a carryover balance over the long-term, and slowly and over a period of time.
4. Pass-through costs. Some MPOs pass MPO funding directly onto their members. This method is "fraught with danger" as members become very reliant on and competitive for these funds. There are never enough MPO funds to fund all members, and like MPO capital funding, members can rarely agree on who receives them and the amounts. For its entire history, CDTC has only passed funds to our fellow regional planning agency and member, the Capital District Regional Planning Commission.

Over the last 5 years, CDTC has averaged an annual fund balance of approximately -\$155,000. In other words, we have spent \$155,000 more than our actual revenue. This spending has reduced our carryover balance over these 5 years by approximately \$775,000, so that our current estimated carryover balance is approximately \$1,023,086. Over the last 3 years, CDTC has averaged an annual fund balance of approximately -\$225,000. An increase in consultant contracts caused most of this increase in spending. We propose to continue spending at this rate, so that we would spend down our carryover balance in approximately 4.5 years.

CONSULTANT ADMINISTRATION & MANAGEMENT

The CDTC staff manages a large number of consultant contracts, most of which are for assistance with our Linkage Program studies and our regional plan development. For Linkage Program studies, the staff crafts study scopes in collaboration with communities, guides advisory committees, and oversees consultant activity. CDTC has streamlined the process for consultant selection by developing detailed scopes-of-services before soliciting consultant interest by publishing a Request for Expressions of Interest (REI) instead of a general Request for Proposals (RFP), thereby minimizing the amount of up-front consultant effort. CDTC follows a "fair access" policy that provides work to a wide range of firms whenever there is not a compelling reason to select a particular firm. In order to obtain the widest audience, all of our consultant requests are advertised in the New York State Contract Reporter. More than 20 different firms have been selected in the past several years, broadening the region's exposure to creative consulting firms.

For our larger consultant contracts such as those for our regional plans, CDTC still publishes Requests for Proposals (RFPs). The same policies as described above are followed to allow for a “fair access” policy.

RELATIONSHIP TO NYSDOT EMPHASIS AREAS

The UPWP supports NYSDOT’s emphasis areas through the various tasks described in this document. For example, NYSDOT’s on-going policy regarding advancing the transportation-land use connection is strongly supported and advanced through CDTC’s Linkage Program and other efforts. The Department’s highway safety, ITS, and operations emphasis areas are supported through CDTC’s Regional Operations and Safety Advisory Committee, and this year by the development for our first time of a Regional Safety Plan for local roads.

CDTC is also advancing work related to local ADA compliance, and has provided members with both training and sidewalk inventories so that they can develop transition plans. Our new created Equity Task Force and our new focus group initiative will help us address “ladders of opportunity” in our under-served populations. CDTC’s Capital Coexist Program and our bicycle/pedestrian planning program continue to support innovative ways to increase bicycling and walking, and so increase transit ridership. Our regional transit agency, CDTA, has been a CDTC member for almost 50 years, and our great working relationship continues to foster coordinated regional transit planning.

CDTC’s nationally recognized TIP process provides the opportunity to coordinate and align transportation investment with our regional’s economic strategies. CDTC’s participation with the other thirteen MPOs and NYSDOT through the NYSAMPO on various issues of statewide significance helps our regional partners to more effectively manage our needs within our constrained resources.

CONSISTENCY WITH FEDERAL LEGISLATIVE REQUIREMENTS

Fixing America’s Surface Transportation Act (or the FAST Act), the successor to the Moving Ahead for Progress in the 21st Century (MAP-21), defines ten specific planning factors that must be considered when developing transportation plans and programs. All of those factors are addressed through various tasks in this UPWP.

MAP-21 also established performance-based planning as an integral part of the planning process. Performance-based planning refers to practices that apply system level, data driven performance management principles to transportation policy and investment decisions. MAP-21 requires that CDTC establish performance measures and targets that track progress toward attainment of critical outcomes. Information about CDTC’s work with performance measures is described in the New Visions Plan. CDTC has been practicing performance-based planning since the adoption of the first generation New Visions Plan in 1997.

In addition to the planning factors required by MAP-21, CDTC considered other federal and State initiatives relevant to the metropolitan planning process in the development of this UPWP. Tasks are included that address: climate change; sustainability & livability; operations planning; linking planning and the environment; freight delivery; and smart transportation technology.

The 2016 Federal Certification Review certified CDTC's compliance with Title VI of the Civil Rights Act of 1964, the Americans with Disabilities Act (ADA), Executive Order 12898 (Environmental Justice), and other federal non-discrimination statutes and regulations.

UPWP TASK DESCRIPTIONS

The UPWP narrative summarizes tasks which have been initiated, tasks which are ongoing, and tasks which are expected to be completed in the 2018-20 period. In the summaries of the completed tasks, the key findings of the study are highlighted and a link is included for the draft or final report that resulted from the study. The activities of new and ongoing tasks are updated biennially in CDTC's Progress Reports and discussed verbally at CDTC's Planning Committee Meetings.

For electronic versions of the UPWP, click the [imbedded link](#) or go to <http://www.cdcmpo.org/about/unified-planning-work-program> and you will be directed to the corresponding report.

If you are interested in viewing a Linkage Program final report, once on the CDTC main page, select the *linkage program* tab in the middle of the home page, and on the following screen select *final reports*. There is also an interactive map on this page, if you prefer to search for linkage studies in certain areas within our region.

2018-20 UNIFIED PLANNING WORK PROGRAM TASK DESCRIPTIONS

44.21.00 PROGRAM SUPPORT & ADMINISTRATION

Task 1.51 Committee Activities

This task covers CDTC meetings, maintenance of committee membership and structure, personnel management, and other organizational activities. Resources are budgeted to carry out the necessary administrative activities related to staff supervision and development and the logistical needs of various CDTC committees. The staff will continue to monitor the progress of MAP-21, the FAST Act, and their associated federal rulemakings in order to proactively address any issues and opportunities related to the implementation of both federal laws.

CDTC Resources	Consultant	Local Share	Other (See Tables)	Total Effort
\$90,000				\$90,000

Task 1.61 Certification Review

The Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) conducted a federally required quadrennial review of the metropolitan planning process carried out by CDTC in March 2016.

Their October 2016 Certification Review Report included the following corrective actions:

- The 2016-2021 Transportation Improvement Program (TIP) does not demonstrate fiscal constraint by year.
- The Long Range Transportation Plan (LRTP) Financial Plan must clearly identify revenue sources and contain the forecast of revenue and cost estimates using identified inflation rates.

CDTC’s response of March 8, 2017 to the TIP Fiscal Constraint corrective action was approved by FHWA and FTA on March 31, 2017. CDTC’s responses of June 6, 2017, June 28, 2017, October 27, 2017, December 1, 2017, and January 10, 2018 to the LRTP Financial Plan corrective action are being reviewed by FHWA and FTA.

In accordance with MAP-21 requirements, CDTC’s next self-certification will occur in June 2019 as part of the adoption of our 2019-2024 TIP.

The next formal in-person review is expected sometime in March 2020.

CDTC Resources	Consultant	Local Share	Other (See Tables)	Total Effort
\$5,000				\$5,000

Task 1.64 Americans with Disabilities Act (ADA) Compliance

In response to municipal interest in moving forward with ADA transition planning and at the direction of the Planning Committee, CDTC formed an ADA Working Group in 2015. Participants include NYSDOT, CDTA, the Cities of Albany, Cohoes, Rensselaer, Saratoga Springs, Schenectady, Troy, and Watervliet, the Towns of Bethlehem and Halfmoon, and FHWA. In early 2018, staff completed an inventory of all sidewalks in the 4-county Capital Region on all roadways, including local roads, and distributed data packages with that information to each of the region’s villages, towns, and cities. This

information can serve as a starting point for future development of full pedestrian facility inventories to be completed by jurisdictions as part of their ADA Transition Plans.

The group will continue to serve as a forum for information sharing and learning about ADA requirements primarily related to pedestrian facilities in the public right of way. The group will continue to share new resources from the FHWA, NYSDOT, and local municipalities to assist each other in developing their ADA Transition Plans, and will facilitate inter-municipal cooperation in the case of municipal exploration of consultant services for ADA Transition Plans. To this end, staff will continue to update a running tally of regional progress toward creating transition plans. Staff will continue to organize the working group, schedule meetings, provide research, and explore best practices and other tasks related to issues encountered in development of ADA transition plans and the pedestrian right of way. A 2018 follow-up version of a 2015 online survey of the region’s municipalities on ADA issues related to pedestrian rights of way will be analyzed.

Staff will conduct a self-analysis of CDTC’s physical accommodations and policies, practices, and procedures and draft a Transition Plan to correct deficiencies. This will include publications, public meetings, the website, and the premises, including the approach and entrance, the office space, and the toilet rooms.

CDTC Resources	Consultant	Local Share	Other (See Tables)	Total Effort
\$35,000				\$35,000

Task 1.65 Unified Planning Work Program (UPWP) Development

CDTC’s UPWP describes all metropolitan transportation and air quality planning activities anticipated within a two-year period, regardless of funding source. The UPWP is developed in cooperation with NYSDOT and CDTA, and other members. Work under this task involves preparation of the UPWP document, negotiation of project funding, monitoring of program progress, and preparation and submittal of required applications and contract documents.

The UPWP will be amended to meet the new requirements in the New York State Department of Transportation UPWP call letter of November 3, 2017. The new requirements include more scheduling and progress information for tasks which are not regular, ongoing tasks such as planning studies, a plan to expend any FHWA PL carryover balance, and a format change to the FTA Activity Line Item codes.

The new 2018-20 UPWP will be submitted to our Policy Board for their approval in March 2018. We will conduct an administrative update of this UPWP for the 2019-20 program.

CDTC Resources	Consultant	Local Share	Other (See Tables)	Total Effort
\$10,000				\$10,000

Task 1.66 Environmental Justice, Title VI, and Disadvantaged Business Enterprise

CDTC is in full compliance with Title VI and Environmental Justice (EJ) requirements, which continue to be critical components of CDTC’s activities. This is reflected in CDTC’s work program, publications, public involvement efforts, and general way of doing business. We will conduct a Title VI/EJ analysis after each TIP update. We will continue to evaluate our process and timing for further conducting Title VI/Environmental Justice analyses and ensure that public participation efforts target traditionally underserved populations. In addition, staff will continue to demonstrate success in DBE contracting and purchasing.

CDTC’s Equity Task Force will continue to meet quarterly to advise CDTC on its funding program and planning studies as related to Title VI and Environmental Justice. Activities are determined by the Task Force, but could include creation of periodic Environmental Justice Analyses, provision of advisory opinions on the Public Participation Policy, recommendations on funding programs including the TIP and UPWP, and review of planning studies including Linkage Studies. In 2018, staff will work with a consulting firm to conduct focus groups to better understand transportation gaps experienced by people who are often not represented in the transportation planning process. This will include 8-10 focus groups and a final analysis with actionable items to improve transportation access.

Focus Groups

Beginning Date	Percentage Completed	End Date
January 2018	0%	June 2018

CDTC Resources	Consultant	Local Share	Other (See Tables)	Total Effort
\$31,000	\$14,000			\$45,000

Task 1.67 Prospectus: Continuing Operations Plan & Operating Procedures

The basic documentation defining the roles and responsibilities of CDTC member agencies is its five-year Continuing Operations Plan, called the *Prospectus*. The portion of the document that included a description of CDTC’s planning approach and agency roles and responsibilities was approved by the Planning Committee and Policy Board in 2011. A new MPO planning agreement was also approved. The continuing agreement between CDTA and NYSDOT regarding hosting arrangements was also updated and approved, extending that agreement through 2020. This year we will begin updating the existing plan including a new five-year planning agenda and updated financial plan.

Beginning Date	Percentage Completed	End Date
April 2018	0%	March 2019

CDTC Resources	Consultant	Local Share	Other (See Tables)	Total Effort
\$6,000				\$6,000

Task 1.68 NYS MPO Administration

The CDTC successfully participates 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 and TIP funding allocations. The Association is also the focal point for the Shared Cost Initiative program – collaborative statewide planning efforts that use pooled State (FHWA SPR) and Federal (FHWA PL and FTA MPP) funds to support planning activities of a mutually beneficial nature. In order to assist the Association, the Policy Committees of all fourteen MPOs authorize the use of pooled funds to contract with an individual or planning firm to provide staff support. CDTC manages this statewide contract, which is currently provided by T.Y. Lin International.

This project has been critical in supporting the on-going coordination of the planning programs of New York’s fourteen MPOs, the on-going collaboration of the metropolitan planning organizations which are

responsible for meeting federal requirements, and the on-going coordination of metropolitan and statewide planning programs. The convening and facilitation of NYSAMPO ensures that the identification of opportunities, issues, and associated action items is accomplished as thoroughly as possible and in a manner that would not occur absent a cooperative forum for the 14 MPOs and NYSDOT.

The proposed staff support budget will provide sufficient resources to manage the day-to-day operational needs of the Association, organize training opportunities, and coordinate with other state and national associations.

The consultant budget for this task has been set at \$250,000 using \$100,000 in SPR funding and \$150,000 in pooled MPO funds.

CDTC Resources	Consultant	Local Share	Other (See Tables)	Total Effort
			\$250,000	\$250,000

Task 1.69 NYSMPO/AMPO/TRB Committees and Working Groups

CDTC staff is consistently asked to participate in national committees such as those in AMPO and Transportation Research Board (TRB). These opportunities provide tremendous educational and networking benefits, and allow CDTC staff to have input in national and regional policy formation. Contacts made in these committees are sometimes called upon to assist in our own planning and committee processes.

Currently we are members of the AMPO Policy Committee, the AMPO Connected and Autonomous Vehicles Working Group, and the AMPO Performance Based Planning and Programming Work Group. We participated in the development of TRB National Cooperative Freight Research Program (NCFRP) Project – 38 “Improving Freight System Performance in Metropolitan Areas,” and are part of the Rensselaer Polytechnic Institute (RPI) teams proposing to develop other NCHRP and NCFRP projects.

A major NYSAMPO accomplishment over the last four years includes the convening of several technical working groups for Safety, Bike/Pedestrian, Climate Change, Transit, Travel Demand Modeling, GIS, Freight, and Transportation Systems Management & Operations. These working groups consist of MPO staff program managers assisted by NYSAMPO staff support consultant.

NYSAMPO working groups develop initiatives intended to improve MPO performance and planning, hold monthly or quarterly teleconferences with at least one in-person meeting each year, share best practices related to their subject matter both within and outside New York State, review and comment on related federal rulemakings related to MAP-21 and the FAST Act, coordinate with NYSDOT and its partners on data quality and accessibility, participate in the development and update of statewide plans, strengthen partnerships with other stakeholders within New York State, partner with other NYSAMPO working groups on topics of mutual interest, provide training to MPO staff and member agencies/organizations, and develop and promote related educational materials.

CDTC staff chairs the Safety, Travel Demand Modeling, Freight, and Climate Change working groups, and remains very involved in all the other working groups.

CDTC Resources	Consultant	Local Share	Other (See Tables)	Total Effort
\$143,500				\$143,500

Task 1.70 Public Participation

CDTC has a long history of public involvement in its plans and programs. CDTC’s Public Participation Policy was designed as a resource for CDTC’s committees, staff, and general public to better understand CDTC’s overall public participation strategy and procedures, as well as the federal mandates that inform CDTC’s public outreach efforts.

CDTC is committed to improving its outreach process. In 2018-19, staff will:

- Continue to produce the newsletter, *InMotion*.
- Maintain the recently redesigned CDTC website and continue to add new content
- Continue social media outreach.
- Continue public outreach efforts for the *New Visions 2040*, CDTC’s regional transportation plan.
- Explore new strategies to engage the public, particularly those means demonstrated to have been successful elsewhere.
- Consider ways to ensure meaningful access for persons having limited English proficiency.

CDTC Resources	Consultant	Local Share	Other (See Tables)	Total Effort
\$50,000				\$50,000

Task 1.71 Provision of Community Services

The CDTC staff continues to provide traffic data and other limited technical assistance to businesses, the development community, engineering and planning consultants, students, and various community groups. Staff also participates in meetings of the Capital District Smart Growth Forum and other business forums.

CDTC Resources	Consultant	Local Share	Other (See Tables)	Total Effort
\$50,513		\$5,000		\$55,513

Task 1.73 CDTC/CDRPC Technical Assistance Program

The CDTC/CDRPC Technical Assistance Program is intended to provide direct technical assistance to communities in a variety of areas outside of the Linkage Program. The scope and type of work will include transportation planning and analysis, land use planning, project support and development, and data analysis and mapping. Technical Assistance Program projects will be responsive to local needs and accomplished through a limited engagement. Through an application process, CDTC/CDRPC will provide an equitable way for communities in the four-county region to access these services and prioritize outcomes that resonate with New Visions 2040.

CDTC Resources	Consultant	Local Share	Other (See Tables)	Total Effort
\$10,000			\$47,940	\$57,940

Task 1.75 Linkage Program Administration and Technical Support

CDTC’s Community and Transportation Linkage Planning Program (the Linkage Program) is an integrated land use and transportation planning program created to implement the regional transportation plan. The program has been recognized as a national best practice in livability planning and is the cornerstone of CDTC’s public outreach efforts. The program provides consultant or CDTC staff technical assistance for joint regional-local planning initiatives that link transportation and land use. CDTC has funded a total of 86 collaborative, jointly-funded planning studies through the Linkage Program through the end of 2017. Active, individual planning studies are listed in the UPWP as individual tasks.

This task supports CDTC staff with the administration of the Linkage Program and technical support tasks including but not limited to those below.

CDRPC will use UPWP funds to contribute additional technical support and input into individual tasks noted as follows:

- Linkage Program solicitation and submission evaluation. (CDTC and CDRPC)
- Maintenance of the Linkage Program Project Administration Guidelines for CDTC and sponsors.
- Development of the Memorandum of Understanding between CDTC and project sponsors.
- Project management tasks such as the development of Requests for Expressions of Interest, consultant selection and documentation, contract preparation and study progress monitoring.
- Study advisory committee participation. (CDTC and CDRPC)
- Maintenance of the ArcGIS database of active and completed Linkage Program plans on CDTC’s website.
- Data collection, analysis, and technical writing when the use of CDTC staff appears to be a more appropriate and effective means of completing Linkage study tasks.
- Staff support of quarterly Community Planner Forum meetings. Formerly known as the Linkage Forum, the Community Planner Forum will provide an ongoing opportunity for local planner professional development, best practice sharing amongst municipal, state agency and regional planners, updates on the status of local planning initiatives and grant or other funding opportunities for plans or projects. (CDTC and CDRPC)
- Progress monitoring of the implementation of Linkage plans.

As of April 1, 2018, all but two studies funded to date will be completed, with those two studies continuing into the 2018-2019 federal fiscal year from the previous UPWP. These studies are the Town of Glenville Freemans Bridge Road Corridor Study and the City of Albany Patroon Creek/Washington Avenue Corridor Study. CDTC solicited for new Linkage Program projects at the end of 2017. Projects will be able to begin after April 1, 2018, once selected.

CDTC Resources	Consultant	Local Share	Other (See Tables)	Total Effort
\$80,000			\$25,000	\$105,000

44.22.00 GENERAL DEVELOPMENT & COMPREHENSIVE PLANNING

Task 2.25 Collection of Transportation Data

To keep CDTC's data systems current, data collection is a critical component of CDTC's annual work program. Ongoing data collection activities include collecting and processing travel data for the federal-aid roadway system as well as traffic volume data for all public roads to support CDTC's safety planning task. The collected data supports numerous CDTC initiatives including Performance Based Planning and Programming, Transportation Improvement Program project evaluation, VMT forecasting, the maintenance of the Congestion Management Process, the STEP model calibration and validation, Linkage Program planning studies and others on an as needed basis. Data is vital to project development work that addresses highway deficiencies and proposed mitigation actions.

Data collection includes but is not limited to traffic, classification counts, pedestrian and bicycle counts, trip generation studies, speed/delay studies, traffic observations, and land use inventories. Staff also continues to collect information on pedestrian and bicycle infrastructure. CDTC has primarily used graduate student interns as a cost-effective way of collecting data. In 2018-2019, consultant assistance will be sought to enhance CDTC's data collection capabilities on an annual basis.

All the data that CDTC collects is organized and maintained for access by municipalities, public and non-profit agencies and groups, consultants, and other interested parties. Some of the collected data will be made available to the public via CDTC's website.

See Task 3.07, Regional Operations and Congestion Management, for additional data collection work in that specific area.

CDTC Resources	Consultant	Local Share	Other (See Tables)	Total Effort
\$50,000	\$50,000			\$100,000

Task 2.28 Census

Work under this task is a joint CDTC/CDRPC effort.

In 2010, the Census began releasing data sets from the American Community Survey (ACS) providing detailed socio-economic data about the population down to the block group level based on a 5-year estimate. The first of the annual data sets was released in December 2010 for the period 2005-09. CDRPC will work with CDTC to prepare customized data sets including updating the community fact sheets and other data sets using ACS data. Annual updates will be made as data sets are released by the Census Bureau. Additional technical assistance is anticipated related to preparations for the 2020 census.

In addition, CDRPC will develop a regional data dashboard with a graphically rich interface that will make current data products more accessible and useful for CDTC, communities and stakeholders throughout the region. The new interface will provide community level data, allow for customization, and allow data to be exported or downloaded.

CDTC Resources	Consultant	Local Share	Other (See Tables)	Total Effort
\$13,000			\$103,200	\$116,200

Task 2.29 Geographic Information Systems (GIS)

Work under this task is a joint CDTC/CDRPC effort.

GIS is an important planning tool that provides benefits to CDTC, its member agencies, and others by supporting state, regional, county, and local planning projects. GIS is the integration of hardware, software, and data used to collect, store, analyze, and display spatially referenced information. Visualizing information is an integral part of nearly every project and GIS is highly utilized to create maps necessary for meetings and reports.

New technical advances and methodologies to provide geospatial information in an efficient manner for use in various technical projects by CDTC, its member agencies, and others will continue to be reviewed by CDTC and CDRPC. Enhancements to existing geospatial data will continue as warranted including, but not limited to, the expansion and refinements of attributes and the improvement of the positional accuracy of features.

CDTC will continue to use geospatial technology in data collection, data analysis and map production. GIS and GPS technology will continue to be utilized to collect new data and enhance existing geographic datasets and mapping products, predominantly, but not limited to trail mapping, bicycle and pedestrian infrastructure and highway condition scoring.

CDTC will continue to maintain and update its' existing interactive online GIS mapping applications. New applications will be developed if warranted and feasible within the constraints of CDTC's data and software resources.

CDRPC will continue to process, manipulate and map information specific to the Capital Region and the communities within its jurisdiction. New map and attribute data will continue to be acquired and/or updated as it becomes available and map products will continue to be posted on CDRPC's website (cdrpc.org) for public consumption.

CDRPC will work in cooperation with the CDTC and CDTA staffs to coordinate data sharing, including the ACS census data, and to prepare customized maps to meet the needs of each agency without duplicating efforts. GIS mapping tasks will also include looking at regional growth, sustainability and renewable energy, and assisting CDTC with additional mapping and GIS services as needed.

Under the 2014-15 UPWP CDRPC developed an online Census Mapping Application with assistance from Fountains Spatial, Inc., which was launched at the beginning of 2016. Fountains Spatial has since been acquired by VHB, Inc. In conjunction with VHB, CDRPC will host/maintain, update and add user-suggested improvements to the application during the 2018-19 UPWP.

CDRPC will continue to analyze and promote the smart growth and sustainability elements of the New Visions Regional Transportation Plan and the Capital District Sustainability Plan.

* \$20,000 of the \$68,000 is for consultant fees for updates and hosting/maintenance of the Census Mapping Application.

CDTC Resources	Consultant	Local Share	Other (See Tables)	Total Effort
\$80,000			\$67,860*	\$147,860

Task 2.30 Highway Condition Inventory

Both CDTC's long-range plan and capital program rely on pavement condition data that is comprehensive, reliable, and easily accessible. Staff conducts regular pavement condition surveys of Capital Region roads. The condition data collected over time has been useful in tracking changes in the condition of the region's street and highway system. Data is used to determine system level condition, calculate deterioration rates, calculate costs for system rehabilitation and repair, and to determine the effects of various repair strategies on pavement serviceability. For TIP development, the data is used to "red flag" roadway sections that are candidates for various preservation treatments or reconstruction. Continued collection of pavement condition data is critical for performance-based planning, now required by FHWA under the FAST Act.

In 2018 the following surveys will be undertaken; the quadrennial surveys of Rensselaer, Saratoga and Schenectady County county-owned roads and the quadrennial survey of non-federal aid roads (local sample) as well as the annual survey of Albany County-owned roads. The Albany County survey will be undertaken under contract with Albany County. To prepare for the quadrennial survey of non-federal aid roads (local sample), staff will create a GIS-based local sample database to integrate into CDTC's GPS platform.

In 2019 the following surveys will be undertaken; the biennial survey of Albany City-owned roads and the annual survey of Albany County-owned roads. Both the Albany County and Albany City inventories will be under contract with each entity. The biennial survey of non-state federal aid roads will also be conducted, unless NYSDOT expands their pavement scoring program to include this inventory, which is expected to occur at some point in the future.

In preparation for the biennial survey of Albany City-owned roads, staff will perform updates and enhancements to the existing GIS database to improve efficiency in pavement condition ratings fieldwork efforts. This work will likely occur in 2018 and 2019.

All survey work will use CDTC's GPS/GIS platform.

NOTE: While CDTC does not inspect or collect bridge condition data, the staff does maintain bridge files compiled by NYSDOT. CDTC uses this data to monitor changes in local bridge condition. Keeping bridge data current will contribute to performance-based requirements for infrastructure planning.

CDTC Resources	Consultant	Local Share	Other (See Tables)	Total Effort
\$35,000		\$18,280		\$53,280

44.23.01 LONG-RANGE TRANSPORTATION PLANNING (LRTP) – SYSTEM LEVEL

Task 3.11 STEP Model Development and Maintenance

CDTC continues to maintain the CDTC STEP Model (Systematic Transportation Evaluation and Planning Model), a four county travel demand model that includes all federal aid roads and highways in the Capital region. With consultant assistance, staff developed a transit model using the VISUM platform. The transit model includes a mode choice model which estimates transit demand, and a transit network that includes all CDTC service schedules, stops and stations. The transit network is integrated

with the highway network. The transit model will be used to support transit planning and BRT planning in the region especially for development of transportation performance measures.

CDTC will update and enhance the STEP Model to incorporate the latest Census numbers for population and households, and will fully incorporate CDRPC forecasts of population, households, and employment, and recent traffic counts. In addition, model forecasts will more comprehensively consider changing trends in VMT growth, ride hailing and demand management and the potential impacts of autonomous vehicles on travel patterns. Finally, the new National Performance Management Research Data Set (NPMRDS) speed database provides the opportunity to refine the Model’s treatment of the relationship between traffic volume and congested speeds, including more explicit integration of incident related delay.

The results of the 2016 National Household Transportation Survey (NHTS) will become available in this fiscal year. NYSDOT and the MPOs will have access to the weighted and unweighted NYS 2016 NHTS add-on raw data by February 2018. By the end of March 2018, FHWA/ORNL (Oak Ridge National Labs) will have a website with a set of tools, including a table designer for customized tabulation at the state, MPO and county levels tabulations. CDTC will work with NYSDOT to understand and analyze 2016 NHTS data and its implications for the CDTC STEP model.

CDTC will explore options for conducting a new Home Interview Survey or constructing equivalent data using existing data sources such as the NHTS, and emerging data sources and data collection methods. Consultant assistance is anticipated.

CDTC Resources	Consultant	Local Share	Other (See Tables)	Total Effort
\$26,000	39,000			\$65,000

Task 3.21 Energy, Climate Change Initiative, and Air Quality

Nationally, the debate on how to meet the US climate change challenge continues, while in New York State there are currently a variety of new and inter-related initiatives that will require task integration among CDTC’s state, regional and local partners. These include: the 2015 New York State Energy Plan; the NYSERDA Clean Energy Communities Program; and coordination with and assistance to CDRPC in their efforts as the region’s Climate Smart Communities Coordinator and their new role managing the Eastern NY State Community Partnership Program.

At the core of CDTC’s activities are transportation and land use planning, both of which are of central importance to the region’s preparation to use less energy and to become resilient in the face of climate change. Much of CDTC’s work is already directed at areas that prepare the region for climate change and energy uncertainty. Reducing greenhouse gas emissions, improved air quality, energy conservation, and environmental protection are related and important goals.

- Prior to July 20, 2012, all air quality Transportation Conformity requirements were met. As a result, the CDTC is not be required to make a transportation conformity determination under the new 2008 8-Hour Ozone NAAQS. However, CDTC will continue to analyze air quality impacts of transportation plans and programs. CDTC will use the new EPA MOVES model to develop estimates and forecasts of emissions of pollutants that affect air quality (volatile organic compounds and nitrogen oxides) as well estimates and forecasts of greenhouse gas emissions that contribute to global warming. CDTC will also evaluate the energy impacts of transportation plans and programs.

- Staff will continue to collaborate with CDRPC, NYSDOT, NYSDEC and NYSERDA, to advance the transportation and land use elements of the Regional Sustainability Plan by promoting smart growth, electric vehicles, and other transportation and land use GHG emissions reductions options.
- Staff will develop strategies and policies for communities to support the deployment of electric vehicles, as part of Linkage recommendations (e.g. streetscape improvements should include EV charging or EV-ready infrastructure).
- New Visions 2040 continues to chart a course for environmental quality in the Capital Region. By encouraging sustainable development patterns and site design, urban reinvestment, and community based land use planning, along with transit, bicycle, and pedestrian investments, and strong participation in the Clean Communities Program and NYS sponsored grant activities related to regional GHG reduction, the plan seeks to create a sustainable transportation system. CDTC is rare among MPOs in the nation in its insistence on community-oriented, environmentally sensitive planning prior to consideration of programming projects.
- Staff will continue to work to collaborate with resource and infrastructure agencies such as the Environmental Facilities Corporation, NYSDEC and CDRPC to integrate information on best practices related to green infrastructure, low impact development, transfer of development rights/open space preservation and sustainability in land use/transportation planning activities. CDTC staff will continue to share this information with state and local partners as appropriate and to integrate it into Linkage Planning studies where applicable.
- Staff will continue to monitor availability of GIS mapping and other data resources on regional environmental features derived from federal and state agencies and other secondary sources.
- Staff will utilize the revised TIP Project Justification Package to compare candidate projects against locations of potentially sensitive environmental features and cultural resources.
- Staff will partner with CDRPC and NYSERDA, providing information on VMT and greenhouse gas emissions for communities on an as requested basis.

CDTC Resources	Consultant	Local Share	Other (See Tables)	Total Effort
\$10,000				\$10,000

Task 3.31 Infrastructure & Financial Planning

The adoption of New Visions 2040 triggered the need to review current and long-range State and locally-owned infrastructure condition and financing. An infrastructure task force was established to assist in the development of the plan. Towards this end, CDTC staff has examined changes in condition over time, and has assessed how well New Visions goals are being met. CDTC’s Bridge Group has identified preservation opportunities for locally-owned bridges, most of which are located in the rural parts of the region. CDTC has also used the HCPM to test various preservation and reconstruction strategies.

In addition, in response to a finding contained in USDOT’s Certification Review, CDTC developed an interim financial plan based on a best guess future state and federal transportation funding policy. This was a very technically intense and time consuming effort over this past year that delayed work previously laid out in CDTC’s 2017-18 UPWP.

Based on recommendations set forth in the New Visions 2040 Plan, a significant effort is planned for the next two years:

- Prepare a comprehensive report documenting highway and bridge condition trends with assistance from the Infrastructure Task Force and Bridge Group. The findings will be presented to the Planning Committee.
- Investigate the long-term funding needs for the region’s streets, highways and bridges utilizing the Highway Condition Projection Model (HCPM) and a modified version of NYSDOT’s bridge model. Features of the model will allow staff to perform several types of ‘what-if’ analyses. Using a validated HCPM, staff will test several funding and repair strategies to help outline funding need for the local federal-aid street and highway system.
- With NYSDOT Region 1 staff assistance, CDTC will evaluate the impact of the Department’s preservation directive on local federal-aid pavements and bridges.
- CDTC delivered the Local Bridge Preservation report on June 1, 2015. This analysis will be updated under a modified scope of services using an expert bridge consultant.
- In addition to pavements and bridges, maintaining large culverts is essential to the safety and reliability of the region’s highway infrastructure. Information on locally-owned culverts is severely incomplete, and will require a major effort to locate, inspect, and evaluate. The task force suggested that consideration be given to conducting a comprehensive inventory of local culverts. Staff will explore alternative ways of pursuing this recommendation.
- Develop and publish an infrastructure ‘report card’ for roads and bridges.

Local Bridge Preservation Report

Beginning Date	Percentage Completed	End Date
April 2018	0%	September 2019

CDTC Resources	Consultant	Local Share	Other (See Tables)	Total Effort
\$70,000	\$105,000			\$175,000

Task 3.41 New Visions and RTP Refinement

The New Visions 2040 Plan is the Long-Range Regional Transportation Plan (LRTP) which was adopted in September 2015. CDTC is required to update the Plan by September of 2020. It is anticipated that the update will take two years and therefore should begin in the fall of 2018.

The New Visions 2040 Plan included planning and investment principles and recommendations in each of the following areas:

- Quality of Life:
 - *Land Use*
 - *Economic Development*
 - *Regional Equity*
 - *Big Idea/Big Ticket Initiatives*
- Bicycle and Pedestrian Action Plan
- Complete Streets

- Coordinated Public Transit-Human Services Transportation Plan for the Capital District
- Environment
- Technology
- Infrastructure
- Regional Freight & Goods Movement Plan
- Regional Operations and Congestion Management
- Safety
- Security
- Transit
- Financial Plan

The Plan update will continue to support these important components of the New Visions 2040 Plan and further develop and explore emerging opportunities. For example, the Plan update will more comprehensively consider changing trends in VMT growth, ride hailing and demand management and the potential impacts of autonomous vehicles on travel patterns, and develop policies that consider these issues and potential implications for investments.

The Plan Update will more comprehensively incorporate performance measures. New federal requirements include requiring the Long-Range Regional Transportation Plan to incorporate performance measures for safety, reliability, freight, transit asset management, and bridge and pavement condition. CDTC will meet these requirements and also seeks to go beyond the required treatment of performance measures to integrate other performance measures already included in the New Visions Plan: community quality of life, economic development impacts, greenhouse gas emissions, energy consumption, emissions that contribute to ozone pollution, pedestrian access, bicycle access, transit access, transit service, and complete streets measures. In addition to federally required performance targets, CDTC will develop realistic and aspirational targets that will help decision makers monitor and achieve the goals of New Visions.

CDTC will seek consultant assistance in developing the Plan, especially from the perspectives of presenting and marketing the Plan to the public, and reaching out to diverse and under-served populations to obtain their input. Much of transportation planning necessarily involves high quality technical analysis, yet it is important to find ways to present technical findings with respect to performance measures and other features to the public and to decision makers in a way that is easily understandable. CDTC will seek consultant assistance to present the Plan in a way that is understandable and encourages meaningful dialogue and input from citizens, stakeholders and decision makers.

CDTC Resources	Consultant	Local Share	Other (See Tables)	Total Effort
\$30,000	70,000			\$100,000

Task 3.51 Performance-Based Planning

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 results driven approach to transportation planning, and has been practicing performance based planning in particular since the adoption of the first generation New Visions Plan in 1997. Recent federal transportation bills including MAP-21 and the FAST Act have shown new light on the importance of such efforts, and required MPOs across the country to take such an approach in order to increase the accountability and impact of transportation investments. CDTC has its own comprehensive list of measures that provide a rich snapshot of our region's transportation networks.

Required performance measures have been finalized at the federal level by the USDOT. This task will entail data collection for required performance measures, analysis of trends and the selection of targets. This work will be done in coordination and cooperation with NYSDOT efforts to establish Statewide performance targets.

CDTC staff will also apply modeling and scenario planning to develop realistic and aspirational trends and targets. CDTC has a history of incorporating performance measures into our New Visions Long-Range Regional Transportation Plan. In preparation for the official release of MAP-21 performance metrics, CDTC enumerated performance measures in Chapter 13 of its New Visions 2040 plan, and will initiate measurement and tracking of these variables as appropriate.

Going forward, continual monitoring and reporting of the measures will be required to guide programming that will help the region meet its transportation goals. This will subsequently require an update of New Visions’ performance measure segment, and a broader reemphasis on performance and outcomes. Also, the Transportation Improvement Program selection process will be reviewed to ensure its investment priorities remain firmly tied to the conditions, trends and goals outlined in the performance reports.

Other UPWP tasks are related to this new task such as Task 3.02 Safety Planning, Task 2.25 Collection of Transportation Data, and Task 3.07 Regional Operations & Congestion Management, among others. These tasks entail data collection, analysis and monitoring efforts that parallel much of the work involved with this transition. In addition, the update of the New Visions 2040 Plan (Task 3.77) will integrate performance measures into the New Visions Plan and will explore ways to present performance measures to the public and to receive public comment and input with respect to performance measures.

CDTC Resources	Consultant	Local Share	Other (See Tables)	Total Effort
\$30,000				\$30,000

44.23.02 LONG-RANGE TRANSPORTATION PLANNING (LRTP) – PROJECT LEVEL

Task 3.12 I-787 Livable Corridor Study

CDTC continues to work in partnership with NYSDOT and the City of Albany on what has become the I-787/Hudson Waterfront Corridor Study. The study identifies future transportation strategies for the I-787 corridor that support and balance economic development and revitalization efforts, transportation network resilience, and improved walking, biking, transit, and visual access to the waterfront. The primary study area is along I-787 from Interchange 2 (Port of Albany) to Interchange 9 (NY Route 7). In 2018, CDTC expects to complete this study by completing a public comment period, developing a response to comments section in the Appendix of the report and completing the final report.

Beginning Date	Percentage Completed	End Date
September 2014	95%	April 2019

CDTC Resources	Consultant	Local Share	Other (See Tables)	Total Effort
\$5,000	\$12,500		\$12,500	\$30,000

Task 3.22 Regional Operations and Congestion Management

The CDTC Regional Operations and Safety Advisory Committee is charged with planning for implementation of ITS, incident management, congestion management and safety in the Capital Region. In addition, this committee is serving as the Technical Advisory Committee for the development of the Regional Safety Action Plan. Regional meetings will facilitate discussion of opportunities for coordination of initiatives across jurisdictions. A particular aspect of the effort will be the identifications of cost-effective operations and management initiatives. The Committee will make recommendations to the CDTC Planning Committee about priorities for ITS, operations, and safety project applications. The Committee will also oversee the update of the Congestion Management Process (CMP), which is integrated into the New Visions Plan. Operations form a key component of the CMP.

Staff will develop more refined performance measures for travel time, travel delay and reliability based on new speed data available from FHWA called the NPMRDS. CDTC staff has participated in the NYSDOT sponsored task to develop a web-tool to be used for the summary and analysis of NPMRDS data. This data can be used to monitor operating speeds and related congestions delay and reliability measures for Interstates, other principal arterials, and other National Highway System roadways in the Capital Region. Development and analysis of these data sets will be a significant work effort.

These data sets and performance measures will be used to analyze and evaluate operations strategies and recommendations. System performance measures will be developed to be consistent with requirements from MAP-21 that are continued under the FAST Act. These performance measures will be used to determine and evaluate federally required targets. They can also be used at the corridor level for more in depth, optional analysis. As part of the New Visions Long-Range Regional Transportation Plan update, the CDTC Congestion Management Process (CMP) will be updated using these and other performance measures and will be consistent with the New Visions 2040 Plan.

The Regional Operations and Safety Committee will work to support operations and safety recommendations from the New Visions 2040 Plan.

CDTC Resources	Consultant	Local Share	Other (See Tables)	Total Effort
\$30,000				\$30,000

3.42 GHG Reduction Analysis Tool Grant

CDTC staff is participating in a NYSERDA Study to examine the role of scenario planning in understanding the potential for reducing greenhouse gas emissions. The Study will utilize a metropolitan planning tool known as Rapid Policy Analysis Tool (RPAT), which was developed by Resource Systems Group (RSG) under contract with FHWA. RPAT is multi-sectored tool, incorporating technology (e.g. fuel efficiency standards), transportation supply (conventional highway, transit and bike/pedestrian facilities), land use, and household behavior. RPAT facilitates the comparison of “what if” scenarios and, when successfully deployed, can help to set policies for long range Climate Action Plans.

The project objective is to implement two RPAT models calibrated to CDTC and ITCTC travel data. The goal is to then use the calibrated model to run up to five policy sets to determine the most effective means for reducing transportation GHGs. At the end of the project, CDTC and ITCTC staff will be trained in using the model, which can be used for conducting ongoing policy testing and will be used for New Visions Long-Range Regional Transportation Plan scenario planning.

CDTC Resources	Consultant	Local Share	Other (See Tables)	Total Effort
\$15,000				\$15,000

44.24.00 SHORT-RANGE TRANSPORTATION PLANNING (SRTP)

Task 4.17 Complete Streets/Arterial Management

CDTC established the Complete Streets Advisory Committee in 2013 to research, learn, and share information with the Planning Committee, Policy Board, and other stakeholders on complete streets tools and techniques that could be integrated into plans and roadway projects. Fostering improved communication between municipal and project planners and designers continues as a major goal.

Staff will continue to organize Complete Streets Advisory Committee meetings and carry out efforts as directed by the Advisory Committee, including the following:

- Encourage municipalities to adopt and implement Complete Streets policies.
- Develop Complete Streets Design and Implementation Guidelines appropriate for the Capital Region.
- Continue implementation of a complete streets tracking and performance measurement process focused on TIP project outcomes. At each Planning Committee meeting, project sponsors report back on the progress of projects on the TIP.
- Request TIP project presentations at the Advisory Committee meetings.
- Continue to provide staff and consultant resources for the Complete Streets Educational & Technical Assistance Workshops:
 - *The workshops help our transportation planning practitioners and decision makers identify and overcome Complete Streets policy and implementation barriers. These free consultant-led workshops are highly interactive in nature, with the goal of building local capacity to implement Complete Streets approaches, and strengthening relationships between transportation practitioners, other departments, and the community. Key decision makers, stakeholders, and agency professionals learn how to more effectively balance the needs of all users and routinely create and maintain Complete Streets. The workshops are available to local governments through a competitive application process.*

An important component of complete streets is managing access in major travel corridors. Implementation of access management strategies in major travel corridors has dramatically improved transportation system performance in the Region. Integration of access management principles and strategies into Linkage Program studies has been routine. CDTC will continue to engage NYSDOT, the region's municipalities, and other stakeholders through corridor planning, traffic impact study reviews, the Complete Street Advisory Committee, and through the Linkage Study process.

Complete Streets Workshops

Beginning Date	Percentage Completed	End Date
September 2017	5%	November 2018

CDTC Resources	Consultant	Local Share	Other (See Tables)	Total Effort
\$50,000	\$50,000			\$100,000

Task 4.21 Freight Planning

Freight movement is an important planning factor in the Capital District. Evidence of the importance of freight and goods movement can be found in the Federal FAST Act, New Visions 2040, CDTC's TIP, CDTC's Linkage Studies, and nearly all other aspects of CDTC's work. CDTC's Freight Advisory Committee (FAC) meets quarterly and is a sustained meaningful outreach to regional public and private freight stakeholders. Freight and goods movement activity is expected to continue to grow steadily, in terms of both tonnage and value.

Freight and goods movement are strongly linked to regional economic competitiveness and quality of life. In 2016, CDTC completed a new Regional Freight & Goods Movement Plan (Freight Plan), to better understand the role and profile of freight transportation throughout the region. The Freight Plan will contribute to making appropriate investments to support the efficiency and safety of goods movement. As an area of increasing emphasis at the Federal level, it seems appropriate to take the next steps to implement the recommendations in the Freight Plan.

Working under the guidance of the FAC, the following steps are needed to further freight and goods movement planning the Capital District:

- Advocate for, and assist NYSDOT and local jurisdictions with, planning and implementing Early-Action and Long Term Projects identified in the Freight Plan,
- Advocate for, and assist NYSDOT local jurisdictions with, planning and implementing Programs and Policies identified in the Freight Plan, and
- Develop a Local Model Freight Ordinance and Land Use Best Practices program that educates local public officials, including planning and zoning boards, about freight movement. The program will create and disseminate a handbook with model ordinances and regulations for freight-related development. This is a recommended early-action in the Freight Plan, and has been identified as a high priority by the FAC.

To continue to further CDTC freight planning efforts and augment the Plan's recommendations and the following steps have been identified:

- Update and develop new freight data and GIS information for regional freight facilities and activity, as needed.
- Continue participation in development and implementation of NYSDOT's Statewide Freight Plan.
- Implement and monitor the freight system performance measures, and collect appropriate data, as needed.
- Expand the freight planning page of CDTC's website to include resources for freight providers and local jurisdictions.
- Continue to build and grow membership of the Freight Advisory Committee to bring public and private sector freight stakeholders together.

- Collect data as needed to monitor the regional Freight Priority Network and update as needed.
- Utilize available freight data sets and develop new data sets for forecasting & modeling, monitoring performance measures, and other freight planning activities.
- Continue to build a working relationship with regional higher education institutions, such as the Rensselaer Polytechnic Institute (RPI) Volvo Center of Excellence for Sustainable Urban Freight Systems, and the University at Albany, to support their freight-related activities and develop new initiatives.
- Involve the FAC in all of the above activities, including prioritizing freight planning initiatives and TIP project selection.

CDTC staff will also initiate development of the Rotterdam-Princeton NY 7 Corridor Freight Study. The Study will examine freight movement and operations to, from, and through the corridor, and land use implications. The study area limits are approximately from I-88 to the Rotterdam Industrial Park entrance, including the interchanges with I-88 and the NYS Thruway.

Rotterdam-Princeton NY 7 Corridor Freight Study

Beginning Date	Percentage Completed	End Date
June 2018	0%	December 2019

Freight Planning Program

CDTC Resources	Consultant	Local Share	Other (See Tables)	Total Effort
\$88,914	\$145,000			\$233,914

Task 4.23 Every Day Counts Initiative (EDC)

In 2009 FHWA launched **Every Day Counts (EDC)** in cooperation with the American Association of State and Highway and Transportation Officials (AASHTO) to speed up the delivery of highway projects and to address the challenges presented by limited budgets. EDC is a state-based model to identify and rapidly deploy proven but underutilized innovations to shorten the project delivery process, enhance roadway safety, reduce congestion and improve environmental sustainability.

Proven innovations and enhanced business processes promoted through EDC facilitate greater efficiency at the state and local levels, saving time and resources that can be used to deliver more projects for the same money. By advancing 21st century solutions, the highway community is making every day count to ensure our roads and bridges are built better, faster and smarter.

Since its inception there have been several rounds of EDC innovations and strategies implemented over a 2-year periods. The program is now in the process of developing EDC Round 5.

CDTC staff represents the State MPO Association (NYSAMPO) on the State Transportation Innovative Council (STIC). Staff attends regional conferences, webinars, and STIC meetings as the NYSAMPO representative, reviews EDC notices, State Action Plans, and other information materials, and disseminates and summarizes these materials for the other NYS MPO Directors at NYSAMPO meetings.

CDTC Resources	Consultant	Local Share	Other (See Tables)	Total Effort
\$5,000				\$5,000

Task 4.25 Energy Efficient Logistics Grant

CDTC is participating in a US Dept. of Energy, Energy Efficient Logistics’ Living Lab Grant project team, with the Rensselaer Polytechnic Institute (RPI). The project, *Collaborative Approaches to Energy-Efficient Logistics in the Albany - New York City Corridor*, features collaboration with Argonne National Laboratory, George Mason University, and multiple public and private-sector organizations operating in the Capital District and New York City regions. The RPI project team—in collaboration with private sector companies and local transportation agencies— will aim to foster changes in freight demand patterns to reduce energy use, enhance quality of life, improve economic productivity, incorporate efficient practices into freight logistics, and publish lessons learned. The project schedule is 3 years and the total project funding, including contributions from partners, is almost \$4,000,000.

Beginning Date	Percentage Completed	End Date
December 2017	<5%	December 2020

CDTC Resources	Consultant	Local Share	Other (See Tables)	Total Effort
\$20,000				\$20,000

Task 4.30 Smart Communities

CDTC will assemble a Smart Communities Task Force in 2018. This task force will act as a platform for local authorities to give them the opportunity to share and exchange their experiences. It will improve the local knowledge in the field of new technologies and how they can improve or work alongside mobility and transportation, including autonomous vehicles, internet of things, and improved traffic systems. Some work related to this task may overlap with Task 5.86.

This task will include the following efforts:

- Research Smart City plans and implementations around the world.
- Identify data-driven innovations that could be applied to solve transportation issues and problems in the Capital Region.
- Identify technologies that can be implemented or developed in the Capital Region to improve mobility and reduce greenhouse gas emissions.
- Develop a regional Smart Cities Roadmap which includes the priorities outlined in New Visions 2040 Environment & Technology White Paper.
- Solicit communities for 2 – 3 consultant-developed Smart Community local plans each year.

CDTC Resources	Consultant	Local Share	Other (See Tables)	Total Effort
\$25,000	\$75,000			\$100,000

Task 4.35 NACTO Guidelines Training

The National Association of City Transportation Officials (NACTO) provides training to local transportation leaders and professionals on roadway design that prioritizes alternative modes, such as bicycles, pedestrians, and transit via certified trainers. The workshops are typically a day-long event that includes a morning seminar and afternoon design charrette. CDTC will plan, coordinate, and host one training for CDTC members. Some work related to this task may overlap with Task 4.60 & 4.67.

CDTC Resources	Consultant	Local Share	Other (See Tables)	Total Effort
	20,000			\$20,000

Task 4.60 Capital Coexist

In response to public feedback, CDTC dedicated a portion of the Bike/Pedestrian planning funds for developing a bicycle and pedestrian education campaign, called Capital Coexist. The campaign continues to be successful since its inauguration in 2010. CDTC distributes safety education activity and comic books, safety tip rack cards, guidebooks, and other safety-related gear like reflective bracelets and LED bike lights, as requested by schools, community organizations, and municipalities in the CDTC-area.

CDTC also provides bicycle and pedestrian planning and design education to professionals in the CDTC area by hosting workshops and webinars referred to as the “Bicycle and Pedestrian Education Series.” CDTC purchases a webinar bundle from the Association of Pedestrian and Bicycle Professionals which are hosted at CDTC and provide AICP, ASLA, and PE credits to those who participate.

In order to continue to reach a greater percent of the Capital Region population, CDTC released a solicitation for bicycle and pedestrian safety projects. The program is called the “Capital Coexist Traffic Safety Ambassador” program and is a mini-grant program that makes up to \$5,000 per bicycle and/or pedestrian safety project or program. Some work related to this task may overlap with Task 4.67.

This task will sustain the campaign by providing resources to:

- Support website services and maintenance.
- Coordinate the Bicycle & Pedestrian Education Series – webinars related to bicycle and pedestrian safety projects and programs.
- Provide planning, support, and assistance for scheduling a NACTO training.
- Spread the campaign throughout the region via events, partnerships, and distribution of materials.
- Manage the Traffic Safety Ambassador Program - fund small-scale bicycle and pedestrian projects and programs throughout the Capital Region (\$25,000 Consultant effort).

CDTC Resources	Consultant	Local Share	Other (See Tables)	Total Effort
\$25,000	\$25,000			\$50,000

Task 4.67 Bikeway/Pedestrian Planning

CDTC continues to host a monthly, regional, bicycle and pedestrian forum referred to as the *Bicycle and Pedestrian Advisory Committee*. The Committee shares information on best practices in bicycle and pedestrian planning and safety, provides feedback to Planning Committee and Policy Board on capital projects and programs, and is a vital tool in promoting CDTC’s bicycle and pedestrian plans, projects, and programs. The program is guided by the New Visions 2040 goals outlined in the [Bicycle and Pedestrian Action Plan](#). Some work related to this task may overlap with various other tasks such as Tasks 1.69, 2.30, 4.60, 4.68, and 4.35.

This task will include:

- Plan, coordinate, and host monthly Bicycle and Pedestrian Advisory Committee meetings.
- Update the bicycle and pedestrian priority network as needed.
- Participate in any NYSDOT solicitations for bicycle and pedestrian projects, like CMAQ.
- Participate in NYSMPO Bicycle and Pedestrian Working Group.
- Research and develop a bicycle and pedestrian count data methodologies and programs.
- Provide technical assistance to communities in bicycle and pedestrian planning.
- Assess the feasibility of developing a bicycle suitability map or tool.
- Prioritize public health impacts in bicycle and pedestrian planning and programming.
- Support the Capital Region Trails Plan (Task 4.68).
- Continue efforts to build a GIS database of trails within the region.
- Produce trail maps.

CDTC Resources	Consultant	Local Share	Other (See Tables)	Total Effort
\$115,000				\$115,000

Task 4.68 Regional Trails Plan

In 2016 CDTC conducted trail use counts and surveys from users, homeowners, and municipalities and organizations that own and maintain trails. The data collected from this project will be used to help develop a regional trail and greenway plan. Some work related to this task may overlap with Task 4.67.

The scope for these projects includes the following tasks:

- Develop a **Greenway and Trails Vision** – identify gaps in the existing trail network, engage stakeholders to develop recommendations for connections and new trail facilities, and prioritize trail projects for implementation.
- Perform a **Regional Impact Analysis** – Estimate the economic impact of existing trail facilities and project the potential impact of a built-out network.

- Compile **Trail Management Best Practices** – Identify trail partners throughout the region and collect information on their trail project successes to outline the types of partnerships and resources needed for a successful trail project.
- Develop **Branding and Marketing Plan** – develop a brand for the regional network of trails, provide guidelines for deploying the trail logo and suggest strategies for engaging the private sector to support trail development.
- Collect **Drone Imagery and Videography** – collect photos and video via drone of the existing network and potential trail corridors.

Beginning Date	Percentage Completed	End Date
October 2017	24%	November 2018

CDTC Resources	Consultant	Local Share	Other (See Tables)	Total Effort
	\$94,000			\$94,000

Task 4.70 Clean Communities

The U.S. Department of Energy’s Clean Cities Program is a voluntary, locally-based government and industry partnership. It is designed to advance the national economic and energy security of the nation by supporting local decisions to reduce use of petroleum fuels in vehicles. Clean Cities carries out this mission through a network of nearly 100 volunteer coalitions which develop public/private partnerships to promote alternative fuels and vehicles, fuel blends fuel economy, hybrid vehicles, and idle reduction. Capital District Clean Communities was formed in 1999 to take advantage of the environmental, public health, energy, and economic benefits that the program offers. In early 2001 CDTC agreed to assume the lead role in managing the program previously provided by Schenectady County. CDTC in its 17th year leading the coalition here in the Capital District and is currently the only MPO in New York to directly host a Clean Cities coalition.

The Capital Region is home to numerous large fleets containing alternative fuel and advanced technology vehicles including CDTA’s hybrid buses, Albany International Airport’s CNG shuttles, RPI’s propane buses, as well as various hybrid and propane school bus fleets and hybrid cabs. The Clean Communities Coalition has worked with various stakeholders and state agencies like NYSERDA to develop a network of over 100 publicly accessible charging stations since 2012. Some work related to this task may overlap with Task 4.30.

The 2017-18 coalition efforts will complete the following tasks:

- Submit an Annual Progress Report – a detailed tracking report of alternative fuel, advanced vehicle technology, and transportation energy efficiency integration metrics in the Capital Region.
- Collect fuel price information on a quarterly basis.
- Report area alternative fuel station openings and closings to the USDOE for use in the Alternative Fuel Station Locator.
- Participate in peer-to-peer information sharing – staff will attend National Clean Cities workshops, trainings, and meetings as available and funding allows.

- Organize and facilitate fuel and/or technology-specific workshops/working groups to identify technology gaps and critical research needs to improve vehicle/infrastructure performance and usability.
- Assist with regional efforts to incorporate alternative fuels into emergency preparedness and disaster recovery plans to enhance energy resiliency and reliability.
- Perform fleet outreach – perform outreach and provide technical assistance to local fleets.

CDTC Resources	Consultant	Local Share	Other (See Tables)	Total Effort
\$30,000			\$45,000	\$75,000

44.25.00 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

Task 5.01 Transportation Improvement Program (TIP) Development and Maintenance

One of CDTC’s most important responsibilities is the development and maintenance of a multi-modal program of transportation projects called the Transportation Improvement Program (TIP). In 2018, CDTC and the other thirteen New York State MPOs through NYSAMPO will be working closely with NYSDOT and member agencies to make adjustments to the current Statewide Transportation Improvement Program (STIP) based on the current economic, legislative, and programmatic uncertainties (Highway Trust Fund insolvency and FAST Act reauthorization). This update of the STIP will provide the opportunity to incorporate programmatic revisions necessitated by lower than anticipated federal revenues, and to continue discussing ways of implementing innovative system preservation strategies that integrate sound asset management principles into the TIP project selection process.

Development and maintenance of CDTC’s TIP will continue to require a high level of effort in 2018-20. The latest TIP update will be completed in June 2019. CDTC will also work very closely with the NYS DOT and other members to carry-out Governor Cuomo’s infrastructure plan.

CDTC Resources	Consultant	Local Share	Other (See Tables)	Total Effort
\$180,000				\$180,000

Task 5.10 Project Delivery and Tracking

CDTC recognizes the obstacles faced by local sponsors of federal-aid projects in complying with federal regulations while seeing a project through to completion that is both on schedule and within budget. Complications can lead to a project going over budget, continuing past schedule, or omitting crucial features. This task therefore monitors, and aids in the continued progress of, locally-administered, federal-aid projects from TIP approval through to their completed construction.

The task requires CDTC staff to gather data on the original proposed project scope, schedule and budget, as well as periodic data gathering from project sponsors regarding any significant changes in scope, schedule or budget. Data gathering requires outreach to sponsors which facilitates opportunities for CDTC to help sponsors navigate the federal-aid process if needed. Final data collection on the completed project allows for a comprehensive analysis of what changes have been made in regards to scope, budget, and schedule throughout the course of the project.

Staff compiles this data into a project delivery database that tracks schedule and budget performance measures for sponsors, as well as information on initial scope and its evolution. This database will become the basis for strategic assistance to sponsors, scope change auditing, and future merit evaluation, among other uses. Specifically, this will help the Committee keep track of a sponsor’s project delivery track record as it relates to future TIP merit evaluation. Additionally, the project delivery database allows CDTC to ensure sponsors have included all elements detailed in their initial proposals/scope changes. Ideally, this effort will help to keep locally sponsored projects in the region on schedule and within budget, while also allowing CDTC the opportunity to gather crucial data on sponsors’ project delivery capacity and changes in scope to constructed projects.

To continue to improve Project Delivery and Tracking efforts the following steps have been identified:

- Continue detailed data collection on changes in individual project scope, budget, and schedule for locally administered federal aid projects.

- Analyze locally administered federal aid projects that completed construction in FY 16-17 and FY 17-18 and begin to develop baseline statistics for project delivery performance.

CDTC Resources	Consultant	Local Share	Other (See Tables)	Total Effort
\$30,000				\$30,000

Task 5.51 Provision of Technical Services

CDTC staff provides a significant amount of technical assistance to members and other local agencies under this task and to other parties through Task 1.71, Provision of Community Services. This task will continue with a scope similar to that shown in the past, including contractual support for: (1) GEIS implementation in the Airport, Lisha Kill, and Boght Road areas of the Town of Colonie; and (2) GEIS implementation for the Town of Malta’s transportation plan. Staff will continue to work with the region’s municipalities to assist in the review of traffic impact studies related to land development proposals. Ongoing technical assistance is programmed for Albany County in connection with its annual contract with CDTC.

Staff will also entertain county and municipal requests for small scale planning and traffic engineering studies designed to assess the feasibility and impact of complete street treatments, access management strategies, street network connectivity, pedestrian improvements, and any other action that would promote implementation of New Visions. These should be simple studies that address operational questions with scopes priced under \$7,000.

Examples include:

- Road diet
- Traffic signal warrant analysis
- Traffic signal re-timing
- Impact of local street connections on arterial performance
- Driveway consolidation in commercial corridors
- Trip generation and distribution analysis for development

Products would be limited to meetings, letters, memoranda, travel and traffic data summaries, and very brief reports.

CDTC Resources	Consultant	Local Share	Other (See Tables)	Total Effort
\$66,500		\$88,000		\$154,500

Task 5.61 Project Development Support (TIP Funded) (on-going)

CDTC staff continues to support NYSDOT Region 1 in developing traffic forecasts and other material for project development and design purposes, including traffic diversion analysis for construction work. This effort is funded with Surface Transportation Program (STP) funds as part of the TIP.

CDTC Resources	Consultant	Local Share	Other (See Tables)	Total Effort
			\$135,000	\$135,000

44.26.00 PLANNING EMPHASIS AREAs (PEAs)

Task 6.12 Human Service Agency Transportation

Staff will continue to fulfill requirements related to the 5310 Program: *Enhanced Mobility of Seniors and Individuals with Disabilities*, including by convening a regional rating and ranking committee for the program. Recipients of Section 5310 funds are required to certify that projects are derived from a locally developed and coordinated public transit-human service agency transportation plan.

In an ongoing effort to foster coordination among providers of mobility services for transportation disadvantaged populations, CDTC staff will continue to convene the Regional Transportation Coordination Committee (RTCC). Since its inception this group has come together to work on development of the Coordinated Public Transit Human Services Plan for the Capital District (Coordinated Plan) and its updates, coordination efforts, information sharing and assistance with 5310 project solicitation from non-potential project sponsor members of the RTCC. In addition, this group fulfills the requirement for coordination among federally funded public transportation services and other transportation services receiving federal funds.

Staff will continue to reach out to additional potential committee members, including representatives from appropriate state and federal agencies. NYSDOT Public Transportation Bureau staff continues to be a valued key member of the RTCC. Participation from members of the state’s Olmstead Cabinet/Most Integrated Setting Coordinating Council such as the Department of Aging, the Department of Health and others will be critical to help fill gaps in the transportation services network. The group will continue to keep apprised of significant changes to the landscape of delivery of human services due to a move toward managed care and integrated settings for therapies, training and employment.

The most recent update of the Coordinated Plan was adopted by the Policy Board in September 2015. Staff will complete the next update. Staff will hold another “Tools of the Trade” Workshop, which was last held in April 2016 and will provide a forum for information sharing among providers to improve efficiency and delivery of transportation to the people they serve.

Working with the Albany Guardian Society, staff will create a senior transportation services directory covering Albany, Rensselaer, Saratoga, and Schenectady Counties. Staff will create the database, and the Albany Guardian Society will design the document.

CDTC Resources	Consultant	Local Share	Other (See Tables)	Total Effort
\$80,000				\$80,000

Task 6.13 Transit Planning

CDTC staff continues to support CDTA staff and its consultants in exploring alternative and innovative ways of implementing New Visions transit recommendations as well as CDTA’s Transit Development Plan. As needed, CDTC staff will provide planning support to CDTA for general transit system planning and assisting CDTA in meeting its Federal Transit Administration (FTA) requirements.

In addition, CDTC staff will work with CDTA on the following New Visions related initiatives:

- Coordinate with CDTA on the implementation of the River Corridor and Washington/Western Bus Rapid Transit lines.
- Assist CDTA staff in the update of its Transit Development Plan.
- Use national criteria as set forth in the Transit Cooperative Research Program Report 165: Transit Capacity and Quality of Service Manual to begin identifying transit corridors in the region with the potential to support higher level transit in 5 to 20+ years. This will serve as the basis for long range transit planning beyond the 40 miles of Bus Rapid Transit currently being implemented.
- Work with municipalities on planning and implementation of zoning or other regulatory tools to support transit oriented or supportive development, particularly with respect to parking requirements.
- Continue to work with CDTA on meeting federal requirements for transit performance measures related to transit asset management and safety.
- Investigate additional funding mechanisms to support CDTA transit operations including innovative sales tax options, appropriate fare increases for the base fare on fixed route services and/or new and expanded universal access agreements for state employees as well as those in the technology and non-profit sectors.
- Encourage improved intermodal connections among transit providers including Amtrak, intercity bus carriers, and the Albany International Airport as well as connections to walking, bicycling, and driving. Work with CDTA and regional transit carriers, including Amtrak, on the development of shared intermodal stations and transit centers.

CDTC Resources	Consultant	Local Share	Other (See Tables)	Total Effort
\$25,000				\$25,000

Task 6.14 Regional Travel Demand Management Effort

Transportation Demand Management refers to various strategies that change travel behavior. Relevant strategies encourage more efficient travel patterns, such as shifts from peak to off-peak periods, from automobile to other modes, and from dispersed to closer destinations.

CDTC staff will provide the following TDM services:

- Ongoing support for iPool2, the regional ridesharing program, including Guaranteed Ride Home registration and coordination with Adirondack/Glens Falls Transportation Council and NYSDOT;
- Maintenance of regional Park and Ride lot data currently hosted on Capital Moves as well as maintenance of other web information such as that on Capital Moves, 511NY and the CDTC website;
- Maintenance of a publicly available listing of existing vanpools;

- Bicycle and pedestrian encouragement projects, such as Bike to Work Day, Bicycling Guides, and Walking Guides;
- Technical assistance for consultants, developers, companies and member agencies; and
- A behavior change program to encourage active transportation and transit use, and tracked by before and after customer surveys.

In addition, staff will support Task 4.17 Complete Streets and the Complete Streets Advisory Committee in their work with municipalities and developers to encourage inclusion of not only Complete Streets but also TDM elements in traffic impact analyses.

CDTC Resources	Consultant	Local Share	Other (See Tables)	Total Effort
\$110,000				\$110,000

For this task, CDTC works very closely with the Capital District Transportation Authority (CDTA) (our regional transit agency) to coordinate our efforts. CDTA’s funding breakdown can be found in Table 4 and their TDM services include:

TDM programs that are administered and funded by CDTA include:

- Ongoing support for Van Pool and Guaranteed Ride Home registration and coordination;
- Maintenance and operation of regional Park and Ride lots;
- Operation of regional bikeshare system CDPHP’s *Cycle!*
- Financial and technical assistance for Capital CarShare, a not for profit community based car sharing program;
- Provide yearly transit pass subsidies to new homeowners, refugees and immigrants, and victims of domestic violence and abuse.

CDTA Resources	Consultant	Local Share	Other (See Tables)	Total Effort
\$625,000				\$625,000

Task 6.16.1 Safety Planning

CDTC continues to support numerous state level safety planning initiatives through direct staff involvement in the NYSAMPO Safety Working Group, direct involvement in New York State crash and traffic records committees to improve state database systems, and as a representative of NYSAMPO on the New York State Traffic Safety Board Association. CDTC is also involved in the enhancement of the New York State Accident Location Information System (ALIS) and the Institute for Traffic Safety Management and Research (ITSMR) Traffic Safety Statistical Repository (TSSR), web based applications that access crash data.

In 2018, CDTC staff will utilize the Regional Operations and Safety Advisory Committee (ROSAC) and a consultant to develop a Regional Safety Action Plan. This Plan will be modeled after the New York State Strategic Highway Safety Plan (NY SHSP) which was approved by New York State and the Federal Highway Administration in August 2017. The Regional Plan will take a more in depth look at location

based crash data, causal factors and complete streets principles to identify broad engineering, education and enforcement strategies that consider regional crash data and local context. The identified strategies will be those with the greatest potential to reduce fatal and serious injury crashes as well as to reduce crash rates on all public roads. As part of this effort, an extensive public process will be undertaken.

In addition to the plan, consultant technical services will be provided to CDTC to undertake safety investigations on roadways owned and maintained by a county, town, city or village in the region. Both efforts should provide guidance as to possible projects and/or programs that may be Highway Safety Improvement Program (HSIP) eligible. Projects and programs, including educational programs, identified in the plan and through the safety data technical work are intended to support NYSDOT in meeting its state safety targets adopted in August 2017 and supported by CDTC in September 2017 per FAST Act requirements. Additional safety educational efforts will be taken in tasks related to Capital Coexist, Complete Streets and through the NYSDOT Pedestrian Safety Action Plan.

Regional Safety Action Plan

Beginning Date	Percentage Completed	End Date
December 2017	<5%	March 2019

CDTC Resources	Consultant	Local Share	Other (See Tables)	Total Effort
\$85,000	\$175,000			\$260,000

Task 6.16.2 Security Planning

The “security of the transportation system” is a stand-alone planning factor. Planning has a role in critical elements of transportation security. USDOT recognizes that the role of the MPO in security planning will vary from one region to another. “Security” deals with significant disruptions to the transportation system, either long term or short term, intentional or not.

CDTC is in touch with the Local Emergency Planning Committee (LEPC) in Albany, Schenectady, Rensselaer and Saratoga Counties. CDTC presented at these LEPC meetings about its mission and potential services it could offer to LEPCs; and CDTC, along with LEPCs, has already identified detour modeling related to emergencies and special events as one major area of service. CDTC has completed detour modeling for two areas in Albany County and two areas in Saratoga County.

We will continue to work to identify how CDTC can have a more active role in security planning. The role of security in system performance will also be explored in CDTC’s Regional Operations & Safety Advisory Committee.

CDTC Resources	Consultant	Local Share	Other (See Tables)	Total Effort
\$20,000				\$20,000

44.27.00 OTHER ACTIVITIES

Task 7.20 Freemans Bridge Road Complete Streets Feasibility Study & Policy

CDTC is assisting the Town of Glenville with consultant assistance and CDTC staff technical assistance to undertake a Complete Streets feasibility study on Freemans Bridge Road. The goal of the study is to

enable safe, attractive, and comfortable access and travel for users of the road to increase the walkability and livability of the town. Building upon the findings of the 2015 Traffic Evaluation of Freemans Bridge Road, the study would analyze the existing conditions and research feasible options for future road design concepts that incorporate Complete Streets features. Getting buy-in from the public, property owners, other stakeholders and NYSDOT on the concept(s) is a key aspect of this project. Strategies to be evaluated include access management and mobility for automobiles, bicycle, pedestrian and the potential for transit.

This study is scheduled to be completed by May 2018.

Beginning Date	Percentage Completed	End Date
May 2017	90%	May 2018

CDTC Resources	Consultant	Local Share	Other (See Tables)	Total Effort
	\$15,000			\$15,000

Task 7.70 Patroon Creek/Washington Avenue Corridor Study

This Linkage Study with the City of Albany focuses on Washington Avenue roughly bounded by NY-85, I-90, the Harriman Campus and the University at Albany’s Uptown Campus. This particular area has had and continues to undergo development such as private dormitories, hotels and other commercial uses, leading to increases in vehicular and pedestrian traffic. Due to the width of Washington Avenue and the locations of the campuses in this area, pedestrians seek to cross at un-signalized locations, creating potential conflicts between pedestrian and vehicular traffic. Through this effort, the City intends to examine the study area to make recommendations for pedestrian and traffic safety improvements and to better align the transportation network with the built environment.

Beginning Date	Percentage Completed	End Date
November 2017	10%	November 2018

CDTC Resources	Consultant	Local Share	Other (See Tables)	Total Effort
\$10,000	\$57,500	\$22,500		\$90,000

Task 7.80 Craig Street/Main Avenue Complete Streets Study

The City of Schenectady intends to create a detailed master plan that can be used as the basis of future engineering and construction projects in the City’s Hamilton Hill and Mont Pleasant neighborhoods. The primary focus area is the 0.9 mile Craig Street/Main Avenue corridor, extending from Albany Street to Crane Street. Secondary focus areas will be the adjoining major routes to area schools and the two neighborhood commercial districts on Albany Street and Crane Street for an additional street length of approximately one mile. The study will consider pedestrians, bicyclists, transit riders and motorists, with an emphasis on safe routes to schools, strengthening connections between neighborhoods and to downtown, and improving the viability of alternate modes of transportation for neighborhood commuters. This effort will build upon the City’s 2020 Comprehensive Plan, the Schenectady Bike Infrastructure Master Plan and the HUD Community Needs Assessment.

The study also includes \$20,000 in City of Schenectady in-kind staff services.

Beginning Date	Percentage Completed	End Date
May 2018	0%	August 2019

CDTC Resources	Consultant	Local Share	Other (See Tables)	Total Effort
\$30,000	\$67,500	\$22,500		\$120,000

Task 7.90 Hoosick Street Parkway Implementation Study

The City of Troy seeks to enhance the functioning of Hoosick Street and the two Hillside Neighborhoods, separated by the Route 7 bridge and roadway widening in the 1970's. The general study area includes Hoosick Street from the Hudson River to 14th Street on the east, and the Hillside Neighborhoods from Jacob Street in the South to Middleburgh Street in the north. The study will develop affordable options to calm traffic on Hoosick Street and its feeders to connect both Hillside South and Hillside North with Route 7 and the River Street commercial corridor. Particular attention will be given to bicycle accommodations, vehicle turning movements and potential rerouting options to reduce cut through traffic through the neighborhoods. The study will also develop neighborhood Complete Street concepts, streetscape enhancements and improved traffic patterns within both neighborhoods including connections to downtown commerce and transit services. This effort will build upon the 2004 Hoosick Street Phase II Corridor Linkage Study and the Route 7 Pedestrian Safety Study.

The study also includes \$5,000 in City of Troy in-kind staff services.

Beginning Date	Percentage Completed	End Date
May 2018	0%	August 2019

CDTC Resources	Consultant	Local Share	Other (See Tables)	Total Effort
\$30,000	\$67,500	\$25,000		\$122,500

STATEWIDE PLANNING EFFORTS

NYSAMPO Shared Cost Initiatives (SCI)

The Shared Cost Initiative Program is a joint program of the State's fourteen MPOs, with funding provided from each MPO and administration provided by a "host" MPO for each effort on behalf of the group. Planning efforts funded through this program support research and technical activities of a mutually beneficial nature to all fourteen MPOs in the State.

- NYSAMPO Staff Support: CDTC will continue to hold the annual contract for the Statewide Association staff support. For 2018-20, the contract will be \$250,000 (\$150,000 FHWA PL and \$100,000 NYSDOT SPR). CDTC will continue to manage the contract.
- NYSAMPO Shared Cost Studies: There are no shared-cost initiatives currently programmed. The Association has decided not to add new projects until the new transportation bill is signed.
- NYSAMPO Staff Training: Will continue to provide for training opportunities related to planning (GIS, freight planning, environmental planning, simulation modeling, etc.), management, and staff development during 2018-20. The Genesee Transportation Council (GTC) will manage the program.

\$96,358 is available for this training (\$92,513 FHWA PL, \$3,076 FTA MPP, and \$769 State Match (IKS)).

- AMPO Dues: The AMPO dues for all fourteen MPOs in the State are redistributed to the Binghamton Metropolitan Transportation Study (BMTS) which pays AMPO on behalf of all New York State MPOs. CDTC's AMPO annual dues total \$2,398 FHWA PL.

State Planning Research (SPR) Funded Efforts

Seven studies which were directly applicable to the Capital Region have been completed using NYSDOT State Planning Research (SPR). See some examples below. Currently there are no SPR funded studies in our area.

- I-87/Route 9 Integrated Corridor Management Study (Completed 2016): The primary goal of the study was to identify cost-effective ways to reduce traffic congestion related to incidents on the Northway. Because the Northway is part of a larger travel corridor that includes Route 9, connecting arterials and collectors, and bus routes, the study took a holistic approach that looks at ways to optimize travel in the whole corridor, not just the Northway. CDTC advanced this study on behalf of NYSDOT. The 20 percent local match for this \$500,000 study was being provided by NYSDOT.
- Route 50 Saratoga Springs Bike/Pedestrian Safety Study (Completed in 2011): CDTC, NYSDOT Region 1, and NYS OPRHP completed a bicycle and pedestrian safety study of the Route 50 corridor in the City of Saratoga Springs. The 20 percent local match for this \$75,000 study was provided by NYSDOT.
- Short-Term Traffic Data Collection Program (2012-16): This program was comprised of inventory counts compiled for state and locally-owned roads, both on and off the federal-aid system. The budget for this task was set at \$2.75 million (for locations throughout Region 1 and Region 9).
- NYSAMPO Working Group Support (Completed): The goal of this study was to cooperatively identify and address opportunities and issues of statewide significance as they relate to New York's 13 MPOs via activities conducted by NYSAMPO's working groups, of which NYSDOT is a participant. The budget was set at \$42,500 for 2011-12.