Capital District Transportation Committee

2012-14 Unified Planning Work Program

Progress Report
October 1, 2013 to March 31, 2014

Prepared by
Capital District Transportation Committee Staff

for
CDTC Planning Committee Review and Approval

April 2014
SUMMARY OF KEY ACCOMPLISHMENTS DESCRIBED IN THE OCTOBER 1, 2013 – MARCH 31, 2014 PROGRESS REPORT PREPARED FOR CDTC’S PLANNING COMMITTEE

Some of the key accomplishments of CDTC’s 2012-14 UPWP for the period beginning October 1, 2013 and ending March 31, 2014 include:

➤ The 2014-2016 Unified Planning Work Program (UPWP) was released for public review by the Planning Committee in February and approved by the Policy Board at their March meeting.

➤ In December 2013, CDTC solicited projects for 8 of the 9 regional set-asides in the 2013-2018 Transportation Improvement Program (TIP). During the reporting period staff completed screening and merit evaluations for 60 Transportation Improvement Set Aside Project Candidates and submitted results to the Planning Committee for their review and consideration for programming at the first Planning Committee meeting during the next reporting period.

➤ After a competitive solicitation, three new 2015 – 2016 Linkage Program projects were added to the UPWP: Albany Complete Streets Policy and Design Manual, Malta Route 9 Reconfiguration Feasibility Study, Schodack Town Center Zoning Code Amendments and Site Design Guidelines.

➤ Two Transportation Enhancement Program (TEP) projects were selected from a DOT Region 1 pool of 20 applications. The two projects added to CDTC’s TIP were: the Delaware Hamlet Multi-Modal and Streetscape Enhancements (Town of Bethlehem) and the North Central Avenue Pedestrian Safety Project (City of Mechanicville).

➤ Staff served as a panelist on a DASH-NY sponsored Complete Streets Webinar aimed at local leaders regarding low cost ways to implement complete streets elements into projects and policies, including those related to maintenance activities.

➤ Supported and participated in the State Departments of Health and Transportation Central Avenue Corridor Pedestrian Safety Work Group to identify ways and
treatments to improve pedestrian safety. CDTC incorporated the Group’s pedestrian safety campaign into Capital Coexist.

- Continued work with CDTA, NYSDOT, and other members and partners in the Region to implement New Visions.

- The role of CDTC in security planning continued through intense involvement with Local Emergency Planning Committees (LEPC) at the county level. CDTC provided traffic modeling assistance for evacuation planning for different law enforcement agencies. The Regional Operations and Safety Advisory Committee is in the process of defining CDTC’s role on security planning as part of the New Visions update process. Over the next two years, CDTC will continue to expand security planning efforts in conjunction with operations, safety, and local emergency response.

- A competitive solicitation was held for remaining New Freedom program (FTA 5317) funds for the Albany-Schenectady-Troy Urbanized Area. A proposal by Catholic Charities Senior Services of Schenectady to upgrade Routing/Scheduling software as a continuation of a previously funded coordinated New Freedom project was selected. The project will be incorporated into CDTA’s FTA grant during the next reporting period.

- CDTC assessed automobile and freight traffic performance for the National Highway System using HERE probe data acquired through FHWA.

- Staff continued to be intensely involved in not only regional safety planning but statewide safety planning issues through their roles in the NYS MPO Highway Safety Working Group.

- Capital Coexist has explored new and innovative ways to reach the public.

- Approved a resolution adopting the findings of CDTA’s Washington/Western Bus Rapid Transit Concept Design Study as a refinement to the New Visions Plan. CDTC subsequently endorsed Alternative 2: Bus Rapid Transit on Western Avenue via Busway as the Locally Preferred Alternative via TIP project A545: Washington Avenue/Western Avenue Bus Rapid Transit
(BRT) Small Starts Development Project.

- The Watervliet Bicycle Master Plan Linkage study was completed.

- Four new activities were added to the UPWP, involving consultant support for New Visions, car share and bike share programs, purchase of congestion management data, and promotion services for the Clean Communities program.

- CDTC staff remains heavily involved in the Governor’s Cleaner Greener Regional Sustainability Planning effort, participating in both the Transportation Technical Committee and the Land Use/Livability Technical Committee.

- Initiated the TCSP funded for the I-787 Livable Corridor Study to investigate feasible alternatives to the current roadway.

- Began holding Advisory Group meetings for New Visions 2040.

- The Complete Streets Advisory Committee reviewed TIP preservation projects for their potential incorporation of complete streets improvements. Three other Advisory Committees (Bike/Ped, Regional Operations and Safety, and Freight) also reviewed TIP project candidates and submitted resolutions to the Planning Committee for their consideration.

- Staff provided traffic forecasts for intersections in the Route 5 corridor between Albany and Schenectady and for the Route 7 Corridor in the City of Troy. The forecasts will be used for safety improvements to intersections for pedestrian safety improvements in these corridors.
CAPITAL DISTRICT TRANSPORTATION COMMITTEE
PROGRESS REPORT

October 1, 2013 – March 31, 2014

FHWA Metropolitan Planning Funds
FTA Project NY 80-X022 (2012-13)
FTA Project NY-80-X023 (2013-14)

FHWA STP Project Development
STATE Planning & Research (SPR)

Introduction


Work Performed

The work described in this report was performed solely by the Capital District Transportation Committee Staff (CDTC) or by its consultants. This is a progress report that includes all work completed in the six month period beginning October 1, 2013 and ending March 31, 2014.

TASK 1.51 Committee Activities

Four Planning Committee meetings were held during the reporting period. The Policy Board met twice and the Administrative & Financial Standing Subcommittee met twice. Issues discussed by members included the Federal Highway Functional Classification Process, the Transportation Improvement Program selection process, the TIP Set-Aside Solicitation, development of one regional bridge contract that would examine the condition of locally owned bridges, the programming and relevant deadlines for the region’s CMAQ funds, the New Visions process, the 2014-2016 UPWP development, and the 2015-2016 Linkage Program. Thirteen TIP amendments were approved at the Planning Committee and five were approved at the Policy Board (assuming all four from March were approved).
Five special presentations were made. NYSDOT presented on the High Speed Rail program and the Rexford Bridge/Route 146 project, and CDTA presented on Washington/Western Bus Rapid Transit twice, as well as on the Fare Collection System Upgrade.

**TASK 1.52 Financial Administration**

Financial services tasks that were completed during the period include the following:

- The Administrative & Financial Standing Subcommittee met twice. Members discussed nominations for the positions of CDTC chairperson, officers, and at-large town and village members and alternates for both the Policy Board and Planning Committee as well as the TIP Set-Asides solicitation, the National Grid/Center for Economic Growth Regional Infrastructure Forum, Capital Carshare’s plans for launch, CDTC’s office lease, the status of cash flow, draft 2012-13 Single Audit Report, and the 2013-14 Line Item Budget Revisions.

- FHWA PL and FTA MPP bills were submitted to NYSDOT for payment. Billings were also prepared for the Albany County and Town of Colonie contracts for transportation technical services related to highway condition, Airport Area FGEIS reviews, site planning reviews, and other work.

- Payments were processed for work completed by consultants for CDTC’s Linkage studies.

- The draft audit report was presented to the A&F for review and approval.

**TASK 1.61 Certification Review**

No action required until the next TIP update, expected in 2015-16.

**TASK 1.64 ADA Compliance**

CDTC staff continues to search for ways to build off of NYSDOT’s work in an effort to assist municipal partners with meeting obligations under ADA. Future actions may include physical collection of data, like sidewalk
condition and intersection friendliness. Work on this task has been delayed until NYSDOT sorts out the appropriate protocols. FHWA and NYSDOT are developing a two-day training workshop and webinar for some time during the Spring.

**TASK 1.65 UPWP**

The following UPWP tasks were completed during the period:

- One Linkage study was completed (the Watervliet Bicycle Master Plan) while work on four others is underway or nearing completion. Four additional studies will begin later in the year.
- CDTC staff remains heavily involved in the Governor’s Cleaner Greener Regional Sustainability Planning effort, participating in both the Transportation Technical Committee and the Land Use/Livability Technical Committee. Staff continues to monitor work of the Regional Economic Development Council, including its list of priority projects.
- The 2014-16 UPWP was developed, discussed, and approved by CDTC Policy Board. This two-year work program contains a wide range of study activity. Follow-up work and implementation efforts on both new and reaffirmed policies are featured within the program. Emphasis of the new program include completing the New Visions 2040 Plan, development and adoption of a new TIP, implementation of new Federal legislation, preparation of a regional freight plan, continued involvement in CDTA’s BRT initiative, working with County local emergency planning committees, among other initiatives.
- Solicitation, evaluation, and approval of three new Linkage Program studies in the Towns of Malta, Schodack, and the City of Albany.
- Continued managing a number of contracts related to Linkage, the New York State AMPO, NYSDOT’s I-87 ICM study, Town of Colonie GEIS efforts, and others.

**TASK 1.66 DBE Program Update/Environmental Justice**

CDTC remains in full compliance with Title VI and Environmental Justice requirements; both continue to be a critical component of CDTC’s activities. A renewed emphasis on Title VI issues and environmental justice has become a more integral focus of the transportation planning
and programming process. This renewed commitment is reflected in CDTC’s work program, publications, public involvement efforts, and general way of doing business. CDTC continues to collaborate with NYSDOT, CDTA and various federal agencies on meeting the new requirements.

Staff continued updating the Environmental Justice Analysis last completed in 2007. A draft is expected in the next reporting period. Staff continues to keep informed of recent and proposed federal requirements. The analysis will seek to ensure that both the positive and negative impacts of transportation planning conducted by CDTC and its member agencies are fairly distributed and that defined Environmental Justice populations are not disproportionately adversely affected or neglected. CDTC will continue to explore improved participation of traditionally under-represented groups in the planning process.

**TASK 1.67 Prospectus Update**

The Prospectus document has been completed for some time now. Financial plan will be updated once a long term Federal transportation bill is passed in Congress.

CDTC’s Reference Guide to the Capital District Transportation Committee was updated, and continues to provide a concise summary of roles, responsibilities, and policies of CDTC. The Guide reflects current Planning Committee and Policy Board membership.

**TASK 1.68 NYSAMPO Administration**

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

CDTC continues to manage the statewide contract which is currently provided by Resource Systems Group. With the agreement of all twelve MPO members, the contract with RSG, Inc. was reviewed, discussed, and extended for one year.

CDTC’s involvement in the Association involved the following:

- CDTC staff, which chairs three NYS MPO Association Working Groups, participated in several working group chair conference calls to coordinate planning activities.

- The Safety Working Group (SWG) continued to be a key forum for safety data and planning for the MPOs, NYSDOT, GTSC and other federal, state and local safety partners. CDTC staff chairs the group which developed a new work plan for 2014 and held four conference calls and one in person meeting (held jointly with the GIS working group) during the reporting period. CDTC staff also represented SWG at two New York State Traffic Records Coordinating Council meetings, as a beta tester for the new Accident Location Information System, as the SWG representative on the NYS Association of Traffic Safety Boards and on a committee to develop a publicly accessible crash record database via the web through the Institute for Traffic Safety Management and Research.

- The Bicycle and Pedestrian Working Group continues to be the lead on statewide coordination between the MPOs and NYSDOT. Staff continued to represent CDTC at Working Group meetings via conference call on December 12th and March 27th. The Working Group has established goals for 2014 that will serve as their work plan for the coming year. The Working Group will work closely with NYSDOT to develop tasks and possible deliverables that will benefit individual MPOs, the NYSMPO Association and NYSDOT.

- Staff continued to represent the MPO Association on the committee looking at creating a statewide pedestrian safety action plan in conjunction with the GTSC, NYSDOH, NYBC and other agencies/advocates.
■ CDTC, together with the other New York MPOs, is exploring re-invigoration of the Transit Working Group to improve staff capabilities and knowledge base and to support integrated planning efforts.

■ CDTC staff chairs the NYSAMPO Modeling Working Group, which was tasked with assessing data needs for integrated planning. CDTC staff took the lead in facilitating discussions and research on this topic at working group meetings and several MPO staff director meetings. One major task for the Modeling Working Group is finding ways for the MPOs and NYSDOT to collaborate in analyzing FHWA “HERE” data, TRANSCOM data, and other traffic probe data, for modeling and planning.

■ Staff continued to participate in the NYSAMPO Climate Change Working Group. CDTC provided comments on the State Energy Plan along with other MPOs to be submitted to NYSDOT and NYS Energy Planning Board for consideration.

■ CDTC has assigned a staff to the newly formed NYSAMPO Working Group on Management and Operations/CMP.

■ Staff participated in several Transit working group conference calls held primarily to discuss NYSDOT’s draft approach for project solicitation and administration of the MAP 21 reshaped 5310 Program as NYSDOT is serving as the “Designated Recipient” for this program for most MPOs across the state.

The status of statewide initiatives now underway is reported on the Association's website www.nysmpos.org.

**TASK 2.16   STEP Model Development and Maintenance**

In cooperation with CDTA, a consultant was selected for an upgrade of the CDTC STEP Model to include a transit model component. AECOM, as a sub-consultant to Creighton Manning, has made considerable progress building the transit model. The transit network information was imported from the CDTA Google Transit Feed Specification (GTFS) file. The new transit network includes all transit routes, stops and schedules, integrated into the VISUM format with the highway network and zone structure. The
consultant has developed a transit mode choice model for the Capital District which is being refined.

**TASK 2.25 Collection of Transportation Planning Support Data**

Data collection to keep CDTC’s data systems current remains a critical element of CDTC’s work program. This continuing project collects and processes travel data for the federal-aid street and highway system. Data collected provides input to VMT forecasting, the maintenance of the Congestion Management System Plan, the STEP model calibration and validation, individual project level analysis; and is vital to project development work that addresses highway deficiencies and proposed mitigation actions.

CDTC has made a renewed commitment through New Visions 2035 to facilitate data collection. Data collection over the last six months has been extensive. The use of graduate students has proven to be a very cost-effective way of collecting data and will continue for the foreseeable future. All of 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.

With the purchase of GPS technology in 2009, staff has incorporated GPS into data collection efforts. This has allowed for detailed inventories of roadway features such as signs, sidewalks, transit shelters, trail alignments, etc.

Specific products completed during this reporting period include:

- Saratoga sidewalk and crosswalk inventory to support complete street planning and implementation in the City of Saratoga Springs.

- Tested a methodology to collect sidewalk condition data, including Google Earth, and tested a bicycle level of service methodology.

- Collected data related to pedestrians and bicycles at signalized locations in Saratoga Springs.
- Data mining and analysis for an analysis of I-87 congestion patterns.

- Researched and analyzed crash patterns using NYSDOT’s ALIS system for use in evaluating HSIP funding applications.

- Field work to check locations for Global Foundries parking study.

- Continued to assist senior staff on community outreach to gauge the level of demand for electric vehicles and charging stations. Took photos of sites, and summarized the findings in a report for NYSERDA.

- Developed and/or confirmed trip generation values for ten Airport Area FGEIS project reviews and mitigation cost calculations.

- Took photos of Fuller Road to document recent improvements.

- Conducted a field study of the I-87 Exit 15 interchange in response to reports that traffic was backing up onto the Northway. Video of the traffic was recorded. Mapping of the problem was created for discussion with NYSDOT staff and other stakeholders.

- Worked with senior staff to create an interactive map for CDTC’s website to display the location and key information for CDTC’s Linkage studies. Map has imbedded links which connect directly to completed studies.

- Collected information to be used for the New Visions Transit Task Force meeting.

- Mapped and analyzed crash data for State Street in the City of Schenectady, with a goal of comparing the impact of road dieting.

- Compiled a series of photographs of completed transportation projects. The goal is to create a catalogue of photos that can be used to tell the story of development in the Capital District. Emphasis was given to improvements which had a pedestrian component.
• Continued maintenance of CDTC's web-based traffic Volume Report using traffic counts compiled by CDTC staff, NYSDOT, counties and municipalities, and consultants.

• Continued to collect extensive field information on site-based trip generation rates. This information helps validate previous planning efforts, notably those involving CDTC's STEP model. Three trip generation studies were conducted during this period.

**TASK 2.28 Census/Household Travel Survey**

CDTC Staff continue to collaborate with CDRPC on data processing and sharing of 2010 Census data for several projects and tasks, including the Coordinated Human Service plan, EJ and New Visions.

Staff received approval from FHWA via NYSDOT approving the 2010 Census Adjusted Urbanized Area Boundary and updated the GIS data layers and mapping accordingly.

Staff continued coordination with NYSDOT on Functional Classification for the National Highway System.

**TASK 2.29 Regional Geographic Information System**

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. In the Capital District, work under this task is a joint CDTC/CDRPC effort.

During this reporting period CDTC staff carried out the following GIS-related tasks:

• Performed GIS management activities, including data backups and database maintenance, updated user and data storage policies, provided GIS technical support to staff, and created crash data mapping template.
Agenda Item VI

- Participated in various GIS webinars, including an ArcGIS Online Webinar regarding organizational accounts.

- Continued to build, update and maintain master databases and maps for Routine Highway Condition Inventory.

- Downloaded various updated databases and new databases/GIS files

- Requested various GIS data sets from NYSDOT.

- Responded to various data/map requests

- Attended NYS GIS Conference and NYSDOT/National Highway Data Workshop.

- Attended joint NYSMPO GIS/Safety Working Group Meeting

- Updated CDTC’s ArcGIS Online Interactive TIP web mapping application to reflect the 2013-2018 TIP

**TASK 2.30 Routine 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 surveys of Capital District roads using a GPS/GIS platform.

In managing the Highway Condition Inventory, staff continued collecting data and building, updating and maintaining master databases and maps. Specifically, data collection for the 2013 Non-State Federal Aid Inventory and the 2014 Schenectady County Routes Inventory GIS was finalized and collection for the 2014 Saratoga County Routes Inventory was begun.

One new staff member was trained to collect score pavement. Staff used data in final reports, provided data and maps to non-contractual municipalities and continued to build the Local Sample Inventory, and proposed an inventory for the City of Rensselaer’s new agreement.

**TASK 2.31 Traffic Volume Report**
CDTC continued to maintain a web-based traffic volume report using traffic counts compiled by CDTC staff, NYSDOT, counties and municipalities, and consultants. The report was most recently updated with 2012 data. Traffic volume data for 2013 was requested by CDTC and will be incorporated into the report in spring/summer 2014. With the availability of the Roadway Information System data from NYSDOT, CDTC will be moving away from the Excel based traffic volume dataset to a map based dataset.

**TASK 3.01 Safety and Congestion Management Systems**

- Staff created crash data summary templates and discussed GIS representation of roundabouts in relation to crash data with NYSDOT Main Office Safety and Highway Data Services staff.

- CDTC staff continued to utilize safety data in its Linkage Program planning studies and also continued to build a regional profile of crash data with emphasis on fatal and serious injury crashes.

- Staff performed a number of crash data request services for a variety of municipalities to assist in local planning efforts and to assist in the development of Highway Safety Improvement Program projects.

- Staff participated in several safety webinars including subjects such as NOVEMBER 21st, Creating Robust Bicycle and Pedestrian Count Programs

- Staff served on a national Technical Oversight Working Group for FHWA/USDOT to develop a series of Local and Rural Road Safety Briefing Sheets on various safety related topics.

- Staff represented CDTC on an FHWA Safety Data and Analysis Toolbox Focus Group to share information on the issues surrounding crash data and analysis tools.

- CDTC staff continued its involvement in the NYSMPO’s Safety Working Group and serves as chair. Specific efforts led by CDTC staff included:
Agenda Item VI

- Continued assistance to NYSDOT in the upgrade of the Accident Location Information System (ALIS) completed in early 2014.

- Represented the MPO Association on the NYS Association of Traffic Safety Boards’ Engineering Committee.

- Attended a Cornell Local Roads Training course through NHI on Human Behavior as it relates to traffic crashes.

**TASK 3.02  Air Quality Planning**

The United States Environmental Protection Agency (USEPA) promulgated the 2008 8-Hour Ozone National Ambient Air Quality Standards (NAAQS) on May 21, 2012 to be effective on July 20, 2012 classifying the Albany-Schenectady-Troy area attainment for the 2008 ozone standard. The EPA promulgated a new rule on July 20, 2012 revoking the Transportation Conformity requirements for 1997 8-Hour Ozone NAAQS effective on July 20, 2013. As a result, the CDTC and A/GFTC will not be required to make a transportation conformity determination under the new 2008 8-Hour Ozone NAAQS.

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

**TASK 3.05  New Visions Infrastructure Financial Planning**

The development of New Visions 2040 has triggered the need to review current and future State and local infrastructure condition, repair options, and financing. The task force will have a hands-on role in identifying pavement, bridge, and transit infrastructure needs. The following tasks have been completed:

- The New Visions 2040 Infrastructure Task Force was formed. The first meeting of the group was held in February. Topics discussed included asset inventory and condition, key challenges, the highway condition projection model, preservation strategies, funding, and the role of the Bridge Working Group.

- Staff will meeting with DPW from several small and large municipalities to help improve our understanding of local highway and maintenance and investment policies. This information will be used together with
highway condition data, federal investment levels, and other information to help the task force forecast future highway condition.

- First steps to update CDTC’s Highway Condition Projection Model (HCPM)
- A Bridge Group was formed to discuss local bridge preservation opportunities. An engineering consultant contract will be commissioned to explore preservation opportunities.
- Bridge and road conditions and inventories were mapped and the data summarized.

Information collected will be evaluated and discussed with the Task Force. A ‘white paper’ will be prepared documenting the findings and key issues during the summer. Two additional task force meetings are planned.

The contract for the local bridge preservation assessment will be executed. The study will be completed during the summer. The results will be used by municipalities to offer candidates for TIP programming under the Bridge Preservation Set-Aside.

TASK 3.06 Goods Movement Planning

Two meetings of our Freight Advisory Committee (FAC) were held. The October 9, 2013 meeting was the first ever FAC meeting for most of the attendees, so we discussed CDTC’s roles, freight planning activities, and our long range plan update. At this meeting we also discussed the role of the FAC, our current freight priority network and its update. Our second FAC meeting was held on January 15, 2014. During that meeting we discussed the November 19, 2013 FHWA Request for Comments for the Designation of the Primary Freight Network, our Goods Movement set-aside funding, our long range plan update, and our Regional Freight Plan. Both meetings were well attended by representatives from the NYS Motor Truck Association, Port of Albany, Albany Airport Authority, NYSDOT, FHWA, NYS Canal Corporation, Owner Operators Independent Drivers Association, local municipalities, Thruway Authority, and NYSERDA.

We were requested by FHWA to complete a MPO Freight Program Assessment form, which we did. FHWA then scheduled a meeting to review our completed form and to ask for additional details. During this period we also updated the
CDTC Freight Advisory Committee website, and updated our UPWP Task 4.21, Freight Planning. Assisted by FHWA, CDTC also hosted the National Highway Institute training course, "Engaging the Private Sector in Freight Planning" on November 7, 2013, which was well attended by both staff and colleagues from around the State (24 total). We also organized, planned, and held a FHWA Fundamentals of Freight Data Pilot Workshop on February 13, 2014. And we assisted the NYS DOT by reviewing a draft request for proposal for their Statewide Freight Plan.

In the past year, CDTC has cultivated a notable working relationship with Rensselaer Polytechnic Institute’s (RPI) Graduate School of Civil Engineering. This has led to the development of a robust new freight activity model that will be further refined for use after additional testing. During this period, we worked with them to submit 2 joint applications for FHWA’s SHRP2 Freight Modeling and Data Grant. As requested by RPI, we reviewed sections 1 and 2 of the NCFRP 38, Improving Freight System Performance in Metropolitan Areas, and attended a workshop in Washington DC on January 21 & 22, with more than 40 freight experts from throughout the U.S., to review and improve this document.

Finally, we developed an outline and a scope of services for our Regional Freight Plan, which will be incorporated in its entirety into our long range plan update. We will draft a complete request for proposal, and plan to hire a consultant by mid-2014. We attended several NYSAMPO Freight Working Group conference calls with our fellow New York State MPOs, and we attended several FHWA "Talking Freight" webinars.

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

CDTC staff has a continuing role as co-manager of the consultant contract. The primary goal of the study is to identify ways to reduce traffic congestion in the corridor through effective incident management derived from an integrated corridor management plan. Integrated corridor management recognized that the Northway is part of a larger travel corridor that includes Route 9, connecting arterials and collectors, and bus routes. From a holistic perspective, the goal is to optimize travel in the whole corridor, not just the Northway or Route 9.
Preliminary recommendations for the Study were prepared by the consultant, and reviewed by CDTC staff. Recommendations were refined based on NYSDOT comments. Final products are expected by June 2014.

**TASK 3.11 I-787 Livable Corridor Study**

CDTC worked with NYSDOT, the City of Albany, CDTA and the City of Watervliet, Village of Menands and Albany County to develop a Request for Proposals and task list for the I-787 study. Staff also attended several Albany Restore Our Waterfront meetings to present on the status of the study. Staff also attended public meetings for the Corning Preserve Waterfront project in the City of Albany and coordinated the ideas being generated in that plan with the RFP. The RFP will be issued in April/May 2014.

**TASK 3.77 New Visions 2035 / New Visions for a Quality Region**

Staff developed a plan for an extensive effort to update the New Visions Plan again by Fall of 2015. The new horizon year will be 2040. Nine subcommittees were formed for the New Visions update, including ongoing task forces and new advisory committees. The subcommittees have been meeting about once a month since December 2013. Each committee will develop a white paper which will be used to develop draft materials for public review. A consultant will be hired to assist CDTC is conducted an extensive public participation program for the Plan update.

The draft New Visions 2040 Update will reflect requirements of new federal transportation legislation, MAP-21.

Staff continues to participate in a number of follow-up committees initiated through the "Appreciative Inquiry" Tech Valley & Beyond Infrastructure Forum. The action team on Transportation & Walkability had three meetings during the reporting period. This group is working to identify ideas for short and long term projects to be pursued in the region.

The action team for the Waterfront committee, known as “WaterWorks H20”, met twice during the reporting period and developed a charter and scope of work.
Staff provided comments to NYSDOT on proposed changes to the NYS Highway Design Manual to incorporate a new complete streets planning checklist and other revisions to the chapters on pedestrian and bicycle facilities for consistency with the state’s complete streets law. Comments focused on the need for enhanced communication and coordination in project development, the need to find opportunities to incorporate complete streets elements, as appropriate, into 1R projects, as well as a suggestion to update information using the most recent AASHTO Bicycle Facilities guidance with respect to use of wide shared use lanes.

Staff served as a panelist on a DASH-NY sponsored Complete Streets Webinar aimed at local leaders regarding low cost ways to implement complete streets elements into projects and policies, including those related to maintenance activities.

**TASK 4.07  ADA/Human Service Agency Transportation Options**

The Regional Transportation Coordination Committee (RTCC) formed several years ago to work on the SAFETEA-LU coordination requirements and has been meeting periodically ever since. During the reporting period the RTCC met once to review and discuss initial 2010 Census and American Community Survey demographic data and other information to be incorporated into the update to the Coordinated Public Transit-Human Services Transportation Plan. This plan must be updated every four years and is on a similar time frame as the New Visions 2040 plan update.

Also during the reporting period it was learned that there were remaining New Freedom program funds for the Albany-Schenectady-Troy Urbanized Area which must be included in CDTA’s FTA grant by June 2014. Therefore, staff initiated a competitive solicitation for these funds, including posting the application on CDTC’s website, emailing a notice of the availability of these remaining funds and the application to the RTCC and advertising in three area newspapers. One proposal was received by the March 18, 2014 deadline. The proposal will be reviewed and scored by an evaluation committee made up of staff from CDTA and CDTC early in the next reporting period.

CDTC staff has been participating on the NYS MPO Transit Working Group in reviewing and commenting on draft
materials developed by NYSDOT as they work toward releasing a solicitation for projects under the 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Program. During the next reporting period NYSDOT, in coordination with CDTC, will solicit for 5310 eligible projects for funds sub-allocated to the CDTC four county region.

**TASK 4.17 Arterial Management Planning**

As a member of the TRB Access Management Committee (AHB70), staff continues to participate in Committee conference calls and webinars. Staff attended the TRB Annual Conference and participated in several focus groups assisting with research on Access Management guidelines for the National Access Management Guidebook to be released in 2014. This material should be useful in linkage studies as well as the re-examination of the Arterial Management Priority Network.

Staff continues to distribute the Access Management Site Plan Review Checklist to municipalities and consultants upon request. The current linkage study on East Greenbush Site Design Guidelines will use the checklist as resource for a study deliverable.

**TASK 4.18 ITS Architecture and Integration**

NYSDOT Region 1 initiated an update of the Regional ITS Architecture. CDTC staff will have significant input to the update to ensure consistency with the goals and objectives of the New Visions Plan and to update the ITS Strategic Plan. The update is expected to continue through most of 2014. CDTC members will be involved, in some cases via one-on-one meetings. Policy Board approval will be requested for the final product.

**TASK 4.21 Freight Planning**

Staff reviewed GIS data and mapping and selection criteria for the Draft National Freight Priority Network. Staff participated in a webinar on Freight Movement in Local Communities.
TASK 4.22  Security Planning

Staff has met federal requirements set forth in SAFETEA-LU for security planning. CDTC has begun discussing ways in which the MPO could be a resource in planning for emergencies. CDTC consistently attends the Local Emergency Planning Committee (LEPC) meetings at Albany and Schenectady Counties and is in touch with the LEPCs for Rensselaer and Saratoga Counties. CDTC presented at these LEPC meetings about its mission and potential services it could offer to LEPCs. CDTC, along with LEPCs, has already identified detour modeling related to emergencies and special events as one major area of service. CDTC has provided evacuation planning scenarios to emergency responders and related authorities in Albany County for one project and is currently working on another. CDTC is in conversation with other members of LEPCs to provide such services. The role of security in system performance will further be explored in CDTC's Regional Operations & Safety Advisory Committee as part of the New Visions 2040 preparation. This task has become more significant in light of the severe impacts of flooding in the aftermath of Hurricanes Irene and Sandy.

TASK 4.62  Transit Operations Planning

The park and ride lot study was completed in 2012.

TASK 4.67  Bikeway/Pedestrian Facility Planning

Bicycle and pedestrian planning continued to receive substantial attention consistent with Policy Board direction. Work completed by the staff includes the following:

- The CDTC Bicycle and Pedestrian Task Force met monthly to discuss all aspects of bicycle and pedestrian projects, programs, and policies. To increase the communication between the Task Force members and their respective Planning Committee/Policy Board representatives, monthly Task Force updates are provided as part of the meeting materials.

- Staff continues to honor requests for copies of the Mohawk Hudson Bike Hike Map.
The Capital Coexist website continues to be updated with news items, events and resources (i.e. Chuggington Traffic Safety Activity Book, Sprocket Man comic book, and the Capital Region Walking Guide). The Capital Coexist posters and palm cards are frequently requested. CDTC has signed an agreement with Zone 5 to reorganize the Capital Coexist website and expand its content and graphics to include pedestrians which should be included by June 2014.

CDTC staff attended the Hannaford Kids Expo at Empire State Plaza March 8th to do Capital Coexist outreach. Child-appropriate bicycle and pedestrian safety activity books and materials were distributed.

As part of the New Vision update, staff has met with the Bicycle and Pedestrian Advisory Committee to brainstorm and discuss what updates and/or new reports/products need to be developed. The Committee agreed that the priority is updating the Bicycle and Pedestrian Priority Network and TIP project evaluation criteria. CDTC staff and the committee have started to research methodologies for the update.

The Bicycle & Pedestrian Advisory Committee submitted comments to NYSDOT on projects such as the Rexford Bridge and draft Engineering Instructions like rumble strips.

Staff continues to explore Bike Suitability Mapping.

Staff continued to participate in discussions related to bicycle and pedestrian accommodations on the Livingston Avenue Bridge.

CDTC staff continues to collaborate with the NYSMPO Bike/Ped and GIS Working Groups and NYSDOT Bike/Ped staff on trail data project to assist NYSDOT in the development of an online interactive trail mapping application.

**TASK 4.97  TIP Development, Monitoring and Update**

Development and maintenance of CDTC's TIP requires a high level of staff time. Efforts focused on maintaining the 2013-18 TIP and programming new projects for which funds had been set-aside in the 2013-18 TIP Update.
• Several amendments to the 2013-18 TIP were prepared and approved.

• Beginning of New STIP Period: The 2013-17 STIP became editable by CDTC staff in early October 2013. At that time, CDTC staff made changes to the STIP that had accrued since the beginning of the CDTC TIP (June 2013). This included many amendments to the newly approved TIP.

• E-STIP Maintenance: CDTC staff worked with NYSDOT Region One and CDTA on a regular basis to make changes to the STIP.

• In anticipation of CMAQ funding no longer being available after October 1, 2014, CDTC continued regular status checks of all CMAQ projects on the TIP. Status reports were made at each Planning Committee meeting.

• CDTC solicited for, screened and evaluated candidate projects for drawdowns on set-asides. This was a major effort that included most of the staff for more than two months.

• Pavement Unit Costs: CDTC staff has long estimated the costs of reconstruction projects using unit costs it developed itself. Unit costs for resurfacing and other projects of less magnitude than reconstructions were developed using the information available at the time. They were applied in a modified fashion during the evaluation process.

• Bike/Ped Unit Costs: For the past several years, CDTC staff has successfully estimated the costs of bike/ped projects using unit costs it developed itself. For this evaluation process, these unit costs were updated and applied as necessary.

• Staff updated the TIP GIS data files and CDTC’s ArcGIS Online interactive web mapping application for the 2013-2018 TIP.

**TASK 4.99 Transit Development Plan (CDTA Task)**
Staff participated in the development of and review of CDTA’s draft Transit Development Plan which is a five year strategic plan for the authority. Primary topics included an inventory of CDTA’s assets and services, planned support for the implementation of 40 miles of bus rapid transit services, the development and implementation of several intermodal centers and continued route performance reviews and service alternations that are performance based. The plan was finalized in January 2014.

**TASK 5.01 Railroad Avenue Corridor Study**

This study is complete.

**TASK 5.06 Town of New Scotland: Hamlet of New Scotland Area Master Plan**

This study is complete.

**TASK 5.07 Town of Rotterdam: Five Corners Land Use & Transportation Study**

This study is complete.

**TASK 5.08 Town of Clifton Park: Clifton Park Town Center Plan**

This study is complete.

**TASK 5.09 Wilton Exit 16 Corridor Study**

This study is complete.

**TASK 5.11 Regional Operations Planning**

CDTC has formed a new advisory committee called the Regional Operations and Safety Advisory Committee. This committee will replace the Regional Operations Committee.

**TASK 5.22 Town of Bethlehem: Delaware Avenue Enhancement Study**

This study is complete.

**TASK 5.27 Transit Oriented Development (TOD)**

This project is complete.
TASK 5.28  **Scotia Waterfront/Master Plan Overlay**

This study is complete.

TASK 5.30  **City of Albany Bicycle Master Plan**

This project is complete.

**TASK 5.31 Clifton Park Town Center Strategic Zoning Revisions**

Work continued on this project led by Behan Planning and Design with Dover, Kohl and Partners. A preliminary draft zoning code was developed and town staff and members of the Study Advisory Committee undertook a detailed review. Once a more complete draft was assembled it was put out for public review with comments due in March 2014. Extensive public comments were received and will be considered as the draft zoning code language undergoes additional revision.

**TASK 5.32  City of Watervliet Bicycle Master Plan**

The second public meeting and presentation to CDTC’s Bike/Ped Task Force were held in October. The final Study Advisory Committee meeting was held in November. The final plan was presented to the Watervliet City Council in December and was approved by the City Council via resolution in January. This study is complete.

**TASK 5.64  Stillwater Route 4 Zoning and Site Design Standards**

This study will begin once data collection on the Village’s Local Waterfront Redevelopment Plan has been completed, expected by end 2014.

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

CDTC is assisting the City of Saratoga Springs with the development of a bicycle, pedestrian and public transit master plan intended to implement the City’s Complete Streets policy and various local plans. Data collection to support this initiative began in the summer of 2013 and will continue in 2014. The City will initiate this project
following completion of the update of its Comprehensive Plan.

**TASK 5.42  Albany Education District Study**

This project is complete.

**TASK 5.43  Colonie/Watervliet/Menands: Route 32 Redevelopment Plan**

This project is complete.

**Task 5.44  Sand Lake Hamlet Linkage Study**

This project is complete.

**TASK 5.51  Provision of Technical Services**

The CDTC staff routinely provides ‘on-call’ technical assistance to various public agencies and communities in the Region. The CDTC responded to more than ten requests for technical assistance as follows:

- Responded to a request from the Town of Ballston to update the traffic profile in the NY 67 corridor to determine if traffic conditions have changed since the completion of a Linkage Study in 2010. Traffic counts were collected at six intersections, and crash data compiled. Maps were created to help the Town visualize the historic and current traffic conditions in the corridor.

- Observed the I-87 Exit 15 interchange to confirm backups onto the Northway during certain times of the day. The corridor was driven several times over the 12-hour day. Videos and photos were taken, and a map prepared to show where traffic was concentrated. An informal presentation was made to NYSDOT Region 1 staff.

- Participated in a review group for the FHWA effort to develop a *Draft Primer on Incorporating Reliability in the CMP*.  

- Participated in a review group for the FHWA effort to develop a report: *Use of Archived Operations Data in Transportation Planning*.  

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- Continues participation in the Empire Corridor Project Advisory Committee (EPAC) for the High Speed Rail Empire Corridor Project. Staff has attended several meetings for this project.

- Participated in a webinar on Sustainability Performance Measurement for Transportation Agencies and on numerous topics related to MAP-21.

- Provided survey information to the Organization for Economic Co-operation and Development (OECD). Responded to questions about urban travel and implementation policies for sustainable development. Data on vehicle ownership, parking, travel simulation, public transportation, and air quality were also provided electronically.

- Sent New Visions materials in response to a request from the Baltimore Metropolitan Council.

- Attended the Madison Avenue Traffic Study/Road Diet Feasibility Study stakeholder meeting.

- Participated in several webinars regarding pedestrian and bicycle safety and design measures.

- Sponsored an ITE Webinar on the NACTO (National Association of City Transportation Officials) Urban Street Design Guide. Several municipalities along with CDTC staff participated.

- Provided information to members on and participated in a FHWA Webinar on Bicycle Pedestrian Facility Design Flexibility Guidance.

- Provided the Town of Bethlehem with a written memorandum that explained the FGEIS planning and mitigation cost experience in the Town of Colonie.

- In response to requests from the Village of Altamont and NYSDOT, prepared documentation for functional class changes for NY 156 in the Village and NY 29 & NY 67 in Saratoga County. Both changes were reviewed and endorsed by the Planning Committee and Policy Board. The documentation was sent on to NYSDOT and FHWA for agency approvals.
• Completed seven Airport and Boght area FGEIS reviews for the Town of Colonie. CDTC is under contract with Colonie for this work.

• Developed a comprehensive functional classification review process for CDTC’s planning and programming area.

• Participated in FHWA’s Title VI/Non-Discrimination Compliance Review for the New York State Department of Transportation.

• Participated in a workshop in Washington for the SHRP2 Reliability Data and Analysis Tools Bundle (L02/05/07/08/38 and C11) Implementation Planning.

• Provided written comments on Chapter 3 of NYSDOT’s Procedures for Locally Administered Federal Aid Projects.

• Provided written comments on NYSDOT’s proposed revisions to Chapters 17 and 18 of the Highway Design Manual regarding Bicycle Facility Design and the Complete Streets Planning Checklist.

• Prepared documentation for the proposed road diet for US 9/20 in the Town of Schodack. Arranged and attended several follow-up meetings with NYSDOT and Town of Schodack officials. Most of the information was derived from the Route9/20 Linkage study.

• Responded in writing to NYSDOT Traffic & Safety concerns about the need for professional engineering certification (PE stamp) for Linkage study proposals.

• Offered direct technical assistance to the town of Malta in the review of the GEIS for the second Global Foundries chip fab, with particular attention to multi-modal transportation options and the potential for contractors to use off site park and ride lots during construction.

• Participated in a meeting with the Town of Malta to review traffic analysis for the Malta DGEIS and in preparation for the Saratoga County Traffic Study. Provided the Town with origin destination patterns in the Town of Malta, both internal patterns and external
patterns, as well as information about the CDTC STEP Model.

- Participated in the update of the Saratoga Springs Comprehensive Plan by participating in a transportation focus group.

As mentioned in the previous progress report a Complete Streets Working Group was formed to review preservation projects for the potential incorporation of complete streets improvements. The group developed a one page ‘Purpose and Planned Outcomes’ to guide its work. The Complete Streets Working Group met twice during the reporting period. Accomplishments include: input to the 2013-2018 TIP Set aside Project Justification Package (PJP) regarding questions related to integration of complete streets elements into proposed projects; New Visions 2040 Work Plan; and development of a draft meeting agenda with NYSDOT Region 1 staff aimed at improving communication and coordination on local development site reviews and complete street elements. This meeting with Region 1 Traffic and Safety staff will be scheduled during the next reporting period.

**TASK 5.52 Provision of Community Services**

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

- Hosted on behalf of the Capital District Planners Association three audio conferences sponsored by the American Planning Association and the Lincoln Institute of Land Policy.

- Met with staff from Senator Gillibrand’s office to discuss what CDTC viewed as regional priorities in terms of projects and programs.

- Gave a presentation about the CDTC New Visions Plan to a World Planning Day conference sponsored by the Graduate Planning Student Association (GPSA) for the Urban and Regional Planning program at the University at Albany.
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- Gave a presentation to Graduate Students in the Geography and Planning Program at the University at Albany on CDTC’s work and implementing the New Visions regional transportation plan.

- Attended a brownfields interagency working group meeting to discuss projects in the Cities of Albany, Schenectady, and Troy were discussed.

- Participated in the Albany County Traffic Safety Show at Crossgates Mall, National Plug-in Day to celebrate the deployment of electric vehicles, and the Walk for Water to bring attention to local sustainability issues.

- Attended meetings for the Albany Energy Master Plan.

- Attended meetings of the City of Albany’s Bicycle and Pedestrian Advisory Group and Transport Troy, working on a Complete Streets recommendation to the Troy City Council.

- Attended several meetings related to the Governor’s Capital Region Economic Development Council. Staff was a member of the CREDC Project Planning Workgroup. Staff prepared data as input to a CREDC work product.

- Responded to five requests for transportation data over the period including traffic counts, transportation growth rates and trip generation data.

- Met with an engineer from a consultant firm to discuss the FGEIS recommended transportation plan for the Airport area. Discussed current plans for Exit3/4.

- Responded to a request from Southwest Texas State to complete an exhaustive survey about New York State’s transportation planning process. Provided follow-up material as requested.

- Responded to a Schenectady resident who had questions regarding CDTC’s TIP process.

- Met with RPI graduate students to discuss opportunities for CDTC-RPI cooperative efforts in freight planning and research.
• In response to a telephone request, sent traffic data and mapping for Saratoga County projects included in the TIP to the L.A. Group.

• Spoke to a planner at the Planning Commission of Greater Birmingham Alabama regarding our approach to sustainable planning and complete streets strategies.

• Provided consultants, municipalities, and agencies with Highway Inventory and other GIS data and maps.

**TASK 5.53 Albany Bike Master Plan Implementation Program**  
(Bike Share/Signage Strategy)

This study is complete.

**TASK 5.54 East Greenbush Development of Design Standards**

The consultant, The Chazen Companies, is updating the Draft Report based on comments received by CDTC staff and the Study Advisory Committee. The second public meeting is anticipated to be scheduled for April 2014 and final report documents should follow shortly after.

**TASK 5.55 Malta Downtown Master Plan Implementation**

This study has been completed.

**TASK 5.57 Commuter Support Services**

Staff meets with area businesses on an as-requested basis to provide information about iPool2 and the iPool2 employer module. CDTC continued to maintain iPool2, and continued discussions with the NYS DOT’s Main Office about their 511NY program.

A vanpool subsidy program, funded through CMAQ, is available to vans within CDTC’s area. Staff met with CDTA to discuss increasing CDTC’s involvement in the implementation of the vanpool program.

**TASK 5.58 Schenectady Gateway Linkage Study**

This study has been completed.

**TASK 5.59 Schodack Town Center Plan and Zoning Amendments**
Progress was made on two tracks. First, the study team continued to work with NYSDOT design and traffic safety staffs, providing supporting analysis for the road diet proposal. Based on material prepared by CDTC, the proposal was accepted. Second, the draft report was prepared and reviewed by the Advisory Committee. The final committee meeting was held in January. The draft plan, including the recommended road diet was presented to the Schodack Town Board at a regular Board meeting on March 27th. The plan will be presented to the public at the final public meeting on April 18th. The Road diet is expected to be implemented in May.

Comments and responses will be integrated into the report after the public meeting in April. The study will be completed early this Spring.

**TASK 5.60 Public Transit Planning Support**

CDTC continues to support transit planning through participation in the development of the CDTA Transit Development Plan, transportation demand management project management, vanpool development and implementation and continued participation and support of the development of 40 miles of bus rapid transit. Specific tasks in support of transit planning include:

- Staff participated in several webinars on transit related topics including Transit Election Trends, Getting Ready for the Ballot, Transit Categorical Exclusions and Transit and Millennials.

- Staff participated in a CDTA workshop and meeting regarding the development of transit centers in the region including in Downtown Albany, Downtown Troy and at Crossgates Mall.

- CDTC staff advertised, reviewed resumes and interviewed candidates for a transportation planner position that would support transit planning initiatives.

**TASK 5.61 Project Development Support**

CDTC continues to provide on-going assistance to NYSDOT Region 1 staff in developing traffic forecasts and compiling other information for project development and
design. Specific support ranges from analysis of MPT plans related to bridge or lane closures to sketch planning analysis of traffic diversions from alternative roadway routings. CDTC’s effort over the last six months was again fairly substantial, preparing traffic forecasts for the following:

- PIN 1085.42 - Route 146, Balltown Road/Rexford Bridge, Towns of Clifton Park and Niskayuna - CDTC provided CDTC STEP Model traffic forecasts to NYSDOT for this project.

- I-87 Exit 3 or 4 Airport Connector; A240; PIN 1721.51; Town of Colonie, Albany County. Using the CDTC STEP Model, staff provided traffic forecasts for the project extending through Exits 5 and 6. Previously, forecasts had only been required to Exit 5.

- Prepared a refined CMAQtraq emissions analysis for the Western Avenue Pedestrian Facility Improvements project (U.S. Route 20 (Western Avenue) Town of Guilderland Pedestrian Facility Improvements). This project will be constructed in two phases (PINs 1808.01 AND 1809.97). A separate analysis was prepared for each PIN. The year of analysis for PIN 1809.97 was changed to 2015, based on expected date of construction.

- Reviewed alternatives and participated in a public meeting for the U.S. Route 20 (Western Avenue) Town of Guilderland Pedestrian Facility Improvements projects.

- Analysis of Emissions Impacts and Benefits for the following projects:
  - PIN 1757.33, Guilderland Center Pedestrian Safety
  - PIN 1756.97, First Alley Connector Sidewalk
  - PIN 1757.95, Sheridan Hollow Sidewalks
  - PIN 1758.05, ITS Signal Improvements on Pawling Avenue
  - PIN 1758.00, Erie Boulevard/Jay Street/Nott Street/Front Street Roundabout
  - PIN 1758.29, Hamburg Street Sidewalk Connection: Arlene Street to East Campbell Road
  - PIN 1757.97, Mohawk/Hudson Bike Trail Crossing at NY 5S
o PINs 1808.01 AND 1809.97, U.S. Route 20 (Western Avenue) Town of Guilderland Pedestrian Facility Improvements

- PIN 1758.05, ITS Signal Improvements on Pawling Avenue- CDTC STEP Model forecasts were provided.

- Staff provided AM and PM peak hour traffic forecasts for forty six intersections in the Route 5 corridor between Albany and Schenectady and for the Route 7 Corridor in the City of Troy. The forecasts will be used for safety improvements to intersections for pedestrian safety improvements in these corridors.

**TASK 5.62 Assessment of Land Use and Transportation Concepts in the NY 5 Corridor**

This effort is complete.

**TASK 5.63 Travel Demand Management Initiative**

CDTC continued work on carshare, bicycle/pedestrian, carpooling, and Capital Moves programs, as well as a bikeshare pilot program in the Cities of Albany, Saratoga Springs, Schenectady, and Troy. This will take place in the summer of 2014 to determine the interest and feasibility of bikesharing in the region. In addition, staff began organizing a 2014 Bike to Work Day competition in all four counties, working closely with Bikeatoga, a community group in Saratoga County, to implement their online registration for Saratoga as well as the other three Counties in the region. Trophies are planned to be donated by local community groups.

Staff has worked with NYSDOT and its ridesharing consultant to discuss moving iPool2 to the state’s ridesharing platform, which would have cost savings as well as improved interoperability with neighboring regions.

**TASK 5.64 Harriman Campus – University at Albany Linkage Study Implementation Support**

This effort is complete.

**TASK 5.67 Linkage Program Oversight**
This task supports staff activity on a number of Linkage Program studies that are consultant supported and do not involve direct CDTC technical work. This task also supports CDTC staff involvement in promotion of the Linkage Program nationally. Activity under this category during the reporting period included:

- **Staff participated in an FHWA sponsored National Dialog on Context Sensitive Solutions 2 videoconference highlighting the Linkage Program as a national best practice.**

- **Staff participated in a teleconference with the Vermont Agency of Transportation and the Vermont Department of Housing and Community Development to share CDTC's experience with the Linkage Program as the state of Vermont explores the development of a similar planning program.**

- **Staff participated in a national videoconference coordinated by FHWA/FTA and the Atlanta Regional Commission on Planning for Livability at MPOs.**

- **Staff solicited for new projects for the 2014-2015 Linkage Program, received six applications and awarded three projects funding: the Albany Complete Streets Policy and Design Manual, the Malta Route 9 Reconfiguration Feasibility Study and the Schodack Town Center Zoning Code Amendments and Site Design Guidelines.**

- **Coordination with new project sponsors on the required Memorandum of Understanding.**

- **Coordination with sponsors on the development of the scope of work and the request for expressions of interest.**

- **Consultant proposal evaluation and consultant selection documentation.**

- **Contract development in cooperation with CDTA and project administration.**

- **Study advisory committee participation by CDTC staff and review of draft and final products.**
Quarterly Linkage forum meetings are held each year. One meeting was held during the reporting period.

Linkage study progress monitoring in the form of a monthly status report for all active linkage studies which is provided to the CDTC Planning Committee, Linkage Forum and is made available on CDTC’s website.

**TASK 5.68 Linkage Study Technical Support**

Non-administrative tasks related to Linkage studies such as data collection, analysis and technical writing are included as part of this task:

- Staff, with the assistance of graduate student interns continued an extensive data collection effort to support the Saratoga Springs Linkage study. Data collection included sidewalk locations, pedestrian volumes, bicycle facilities, bicycle volumes and transit route and stop amenities. This effort will continue in the summer of 2014.

**TASK 5.86 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 more than 100 volunteer coalitions which develop public/private partnerships to promote alternative fuels and vehicles, fuel blends, fuel economy, hybrid vehicles, idle reduction and VMT reduction. The Capital District Clean Communities coalition was formed in 1999 to take advantage of the environmental, public health, energy, and economic benefits that the program offers. In early 2001 CDTC agreed to assume the lead role in managing the program previously provided by Schenectady County. CDTC is in its thirteenth year leading the coalition in the Capital District, and is the only MPO in New York to directly host the Clean Communities Program. CDTC received $30,000 in 2012-13 from USDOE through a contract with LTI to support the Clean Communities mission in the Greater Capital Region.
Efforts will continue to focus on alternative fuels and the coalition meetings will continue to provide a forum for CDTA, the Albany County Airport Authority, local governments, and private sector to jointly explore new technologies. In addition, CDTC’s involvement will assure coordination with regional planning and programming activities, including TDM, transit, and ridesharing efforts. USDOE assistance will increase to $30,000 in 2013. USDOE assistance will remain at $30,000 for 2013-14.

CDTC staff must submit semi-annual progress reports to receive funding; staff must also complete quarterly Alternative Fuel Price Reports, develop an annual operating plan; complete an annual survey and must attend regional meetings and/or the annual Stakeholder Summit.

Once every three years, Clean Cities coalitions must go through a “re-designation” process with USDOE as a requisite for funding. The CDCC was re-designated in December 2011 and is expected to prepare for re-designation again in December 2014.

USDOE conducts monthly conference calls with other Clean Cities coordinators; CDTC staff participates in these calls every month. CDCC successfully applied to the Clean Cities University Workforce Development Program through Argonne National Laboratory. CDCC was assisted by interns who were paid directly by Argonne for the Summer of 2013 and will the 2013-14 Academic Year.

CDCC launched two websites - www.nycapitalev.com was developed in-house by the Clean Cities University Workforce Development intern in June 2013 and CDCC signed a contract with Zone5 to develop www.capitalcleancommunities.com, which launched in October 2013.

The CDCC coordinated and hosted several meetings, outreach events and workshops throughout the fall of 2013 and winter of 2014:

- The CDCC holds regularly quarterly meetings. CDCC met in December 2013 and March 2014. The December meeting focused on idle reduction technologies and policies and the March meeting focused on fuel cell technologies in transportation. The CDCC also hosted a hybrid bus demonstration in March 2014 at their office.
CDCC joined with 5 other NY Clean Cities Coalitions to meet with NYS Agencies and committees in February 2014 to help promote the program and lend assistance where needed.

CDCC was awarded an intern through the Clean Cities University Workforce Development Program for the 2013-14 Academic Year. The intern has been assisting with outreach and social media while researching existing conditions for compressed natural gas (CNG) infrastructure in the Capital Region.

CDCC attended the Energy Independence Summit in Washington, DC in March 2014.

CDCC continues to maintain their websites, Facebook and Twitter accounts. CDCC has begun using MailChimp to communicate with its stakeholders.

**TASK 5.90 Public Outreach**

CDTC continued to follow a social media policy guiding the use of sites such as Twitter and Facebook. The use of the social media sites has proven to be an effective public outreach tool.

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

CDTC staff attended several events to promote CDTC activities in the Capital Region. CDTC materials including a Walking Guide and information about iPool2, vanpooling, transit services, Clean Communities Coalition, the New Visions plan, and the Linkage program were all distributed.

**TASK 5.91 Washington Avenue/Western Avenue BRT Alternatives Analysis (CDTA Task)**

CDTC staff continued to support CDTA on the Alternatives Analysis planning process for the Washington/Western Avenue Corridor BRT project. Creighton Manning Engineering with AECOM and several other sub-consultants were selected for
the contract. Following stakeholder and public outreach in the summer and fall of 2013, a final draft report was developed for public review and was finalized in the early part of 2014. CDTC passed a resolution to add the locally preferred alternative for the BRT effort to the New Visions regional transportation plan in March 2014. The planning tasks for this project are complete and CDTA is now pursuing implementation.

**TASK 5.92 River Corridor BRT Conceptual Design Assessment**

CDTA hired the IBI and Creighton Manning Engineering at the end of 2013 to undertake a conceptual design study for the River Corridor BRT which would generally operate along the Hudson River corridor beginning in the City of Albany crossing over the river to Troy and then back to Cohoes/Waterford. Steps completed to date include station identification and evaluation, traffic analysis, service plan development, and preliminary capital cost estimates. Public outreach will be undertaken in the Spring/Summer of 2014 and a draft report will also be prepared.

**CDTC's Internship Program**

CDTC continues to offer internships to graduate students who are interested in pursuing a career in transportation planning or engineering. CDTC's program encourages the exchange of knowledge between the classroom and CDTC. The program is designed to help students develop skills, abilities, and experience at both the technical and personal level. In return, CDTC benefits from good quality work that supports CDTC's ongoing planning program. During the last six months, CDTC employed two part-time interns from SUNYA's Geography Planning Department. The program will continue through the Spring with one new intern from the RPI Civil Engineering Program.

**State Planning & Research (SPR) Efforts**

The *I-87/Route 9 Integrated Corridor Management Study* is nearing completion. The primary goal of the study is to identify cost-effective ways to reduce traffic congestion related to incidents on the Northway. Because the Northway is a part of a larger travel corridor that includes Route 9, connecting arterials, collectors, and transit routes, the study took a holistic approach that looked at ways to optimize travel in the whole corridor, not just the
Northway. CDTC is advancing this study on behalf of NYSDOT.

CDTC has also been involved in NYSDOT’s *Short-Term Traffic Data Collection Program*, suggesting locations on the local federal-aid system that need updated traffic counts.

**Statewide Shared Cost Initiatives**

New York MPOs typically dedicate a portion of the statewide allocation of planning funds to support activities of a mutually beneficial nature. The Association has not funded any shared-cost initiatives during the past year. Instead, resources have been allocated to supporting various working group activities.

**Computer Support Services**

Keeping CDTC’s computer capabilities current, requires a fair amount of staff time. Some examples of computer-related tasks completed during the period include:

*CDTC Web Site Routine Updates:* CDTC’s web site was updated regularly as needed, including material related to the following: UPWP, TIP, Pedestrian/Bike, Clean Communities, New Visions 2030, Planning Committee and Policy Board minutes and materials and Linkage projects. Some minor improvements were also made, such as TIP listings by project type or municipality. Obligations of federal funding were posted to the web site for FFY 2012-13.

*Backup of Individual PC’s:* A centralized process to regularly backup CDTC staff individual PC’s was developed, tested and implemented.

*Redesign of CDTC Web Site:* Due to personnel turnover at the consulting firm, the consultant re-started design. Staff met with the consultant several times to develop the new look of the website, train CDTC staff on the Joomla content management system and to provide the web developer with detailed material to incorporate into the new website design.

*Protection Software:* Protection software (anti-virus etc.) for both PC’s and email was upgraded on CDTC servers and PC’s.
Routine Computer Replacement: In CDTC’s ongoing effort to keep its personal computer hardware and software up-to-date, three new computers were purchased at the end of the report period.

PROBLEMS ENCOUNTERED

No significant problems were encountered.

MEMBERSHIP CHANGES


MEETINGS HELD

October 2- Planning Committee
October 3- EV Truck Voucher Workshop
October 8- Bicycle/Pedestrian Advisory Committee
October 9- Freight Advisory Committee
November 6- Planning Committee
November 12- Bicycle/Pedestrian Advisory Committee
November 20- Complete Streets Advisory Committee
December 5- Policy Board
December 10- Bicycle/Pedestrian Advisory Committee
December 12- Linkage Forum
December 19- Clean Communities Quarterly Meeting
January 8- Planning Committee
January 9- Transit Task Force
January 14- Bicycle/Pedestrian Advisory Committee
January 15- Freight Advisory Committee
January 21- Complete Streets Advisory Committee
January 28- Regional Transportation Coordination Committee
January 29- Quality Region Task Force
January 30- Regional Operations and Safety Advisory Committee
February 3- Infrastructure Task Force
February 11- Bicycle/Pedestrian Advisory Committee
February 12- Planning Committee
February 14- Environment and Technology Task Force
February 28- Environment and Technology Task Force
March 6 - Transit Task Force
March 7 - Regional Operations and Safety Advisory Committee
March 11 - Bicycle/Pedestrian Advisory Committee
March 13 - Policy Board
March 20 - Clean Communities
March 27 - Electric Bus Demonstration
March 28 - Environment and Technology Task Force