

# **Chattanooga-Hamilton County/North Georgia Transportation Planning Organization**

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## **UNIFIED PLANNING WORK PROGRAM**

**FISCAL YEARS 2018-2019**  
October 1, 2017– September 30, 2019

Adopted xx/xx/xx

The Chattanooga-Hamilton County/North Georgia Transportation Planning Organization is staffed by the Chattanooga-Hamilton County Regional Planning Agency.

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## **PARTICIPATING AGENCIES**

- The Chattanooga-Hamilton County/North Georgia Transportation Planning Organization
- The Chattanooga Area Regional Transportation Authority
- The Tennessee Department of Transportation
- The Georgia Department of Transportation
- The United States Department of Transportation
  - Federal Highway Administration
  - Federal Transit Administration

This report was prepared in cooperation with and financial assistance from the United States Department of Transportation Federal Highway Administration, the Federal Transit Administration, the Tennessee Department of Transportation and the Georgia Department of Transportation.

### ASSURANCE OF NON-DISCRIMINATION

The Transportation Planning Organization, Chattanooga-Hamilton County Regional Planning Agency, a recipient of Federal funds through the Federal Highway Administration and the Federal Transit Administration, does not discriminate in its program, activities, or employment policies; and procedures against qualified individuals because of race, sex, religion, age, national origin, or handicap. (Section 504, Part 27.15, Rehabilitation Act of 1973.)

Section 601 of the Title VI of the Civil Rights Act of 1964 states:

No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.

RESOLUTION PLACEHOLDER

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# I. INTRODUCTION

## TPO OVERVIEW

The Metropolitan Planning Organization (MPO) is responsible for coordinating the transportation planning activities for the Chattanooga-TN, GA Urbanized Area. The Urbanized Area is comprised of Hamilton County, TN and Catoosa County, GA and the northern portions of Dade and Walker counties in Georgia. The MPO for this area is the Chattanooga-Hamilton County/North Georgia Transportation Planning Organization (TPO). Responsibility for the planning activities governed by the TPO are primarily administered and staffed by the Chattanooga-Hamilton County Regional Planning Agency (RPA) in the following divisions: Administration, Strategic Long Range Planning, and Research and Analysis.

The Transportation Planning Process is a vital part of the overall planning for Chattanooga, Hamilton County, and the North Georgia areas. The process is based on the development of the Unified Planning Work Program (UPWP). The UPWP identifies transportation planning activities to be undertaken for a one- to two-year period. This time period follows the Federal Fiscal Year from October 1<sup>st</sup> through September 30<sup>th</sup> in both Tennessee and Georgia. The TPO typically develops a two-year UPWP to better align with its grant contract period.

This UPWP was developed in cooperation with the State(s) and public transportation operators and outlines transportation planning activities performed by the Tennessee Department of Transportation (TDOT), the Georgia Department of Transportation (GDOT), the Chattanooga Area Regional Transportation Authority (CARTA), and the TPO. The RPA, as staff to the TPO, performs its activities through contracts with TDOT and GDOT.

The TPO enacts the Federally-mandated metropolitan planning process which establishes a cooperative, continuous, and comprehensive framework for making transportation investment decisions in metropolitan areas. Program oversight is a joint Federal Highway Administration (FHWA)/Federal Transit Administration (FTA) responsibility with the Tennessee and Georgia Departments of Transportation responsible for oversight and coordination regarding the TPO's adherence to the Federal Metropolitan Planning Requirements.

### **The Unified Planning Work Program**

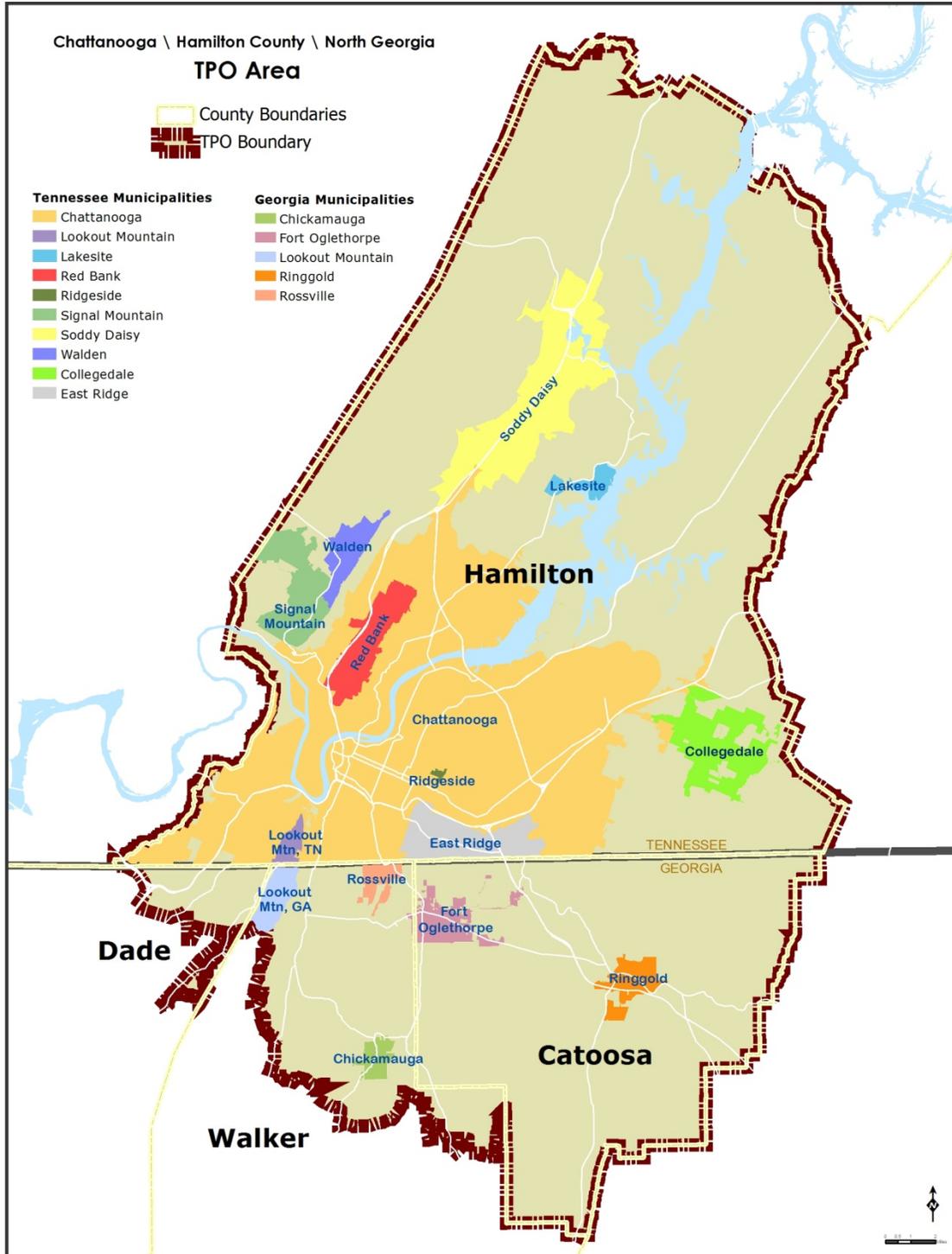
**(UPWP):** The UPWP lists the transportation studies and tasks to be performed by the MPO staff or a member agency. Because the UPWP reflects local issues and strategic priorities, the contents of UPWPs differ from one metropolitan area to another. The UPWP covers a one- to two-year period. It typically contains several elements:

- The planning tasks (e.g., data collection and analysis, public outreach, and preparation of the plan and TIP), the supporting studies, and the products that will result from these activities;
- All Federally funded studies as well as all relevant state and local planning activities conducted without Federal funds;
- Funding sources identified for each project;
- A schedule of activities; and
- The agency responsible for each task or study.

Excerpt from *The Transportation Planning Process: Key Issues* from Federal Highway Administration, Federal Transit Administration

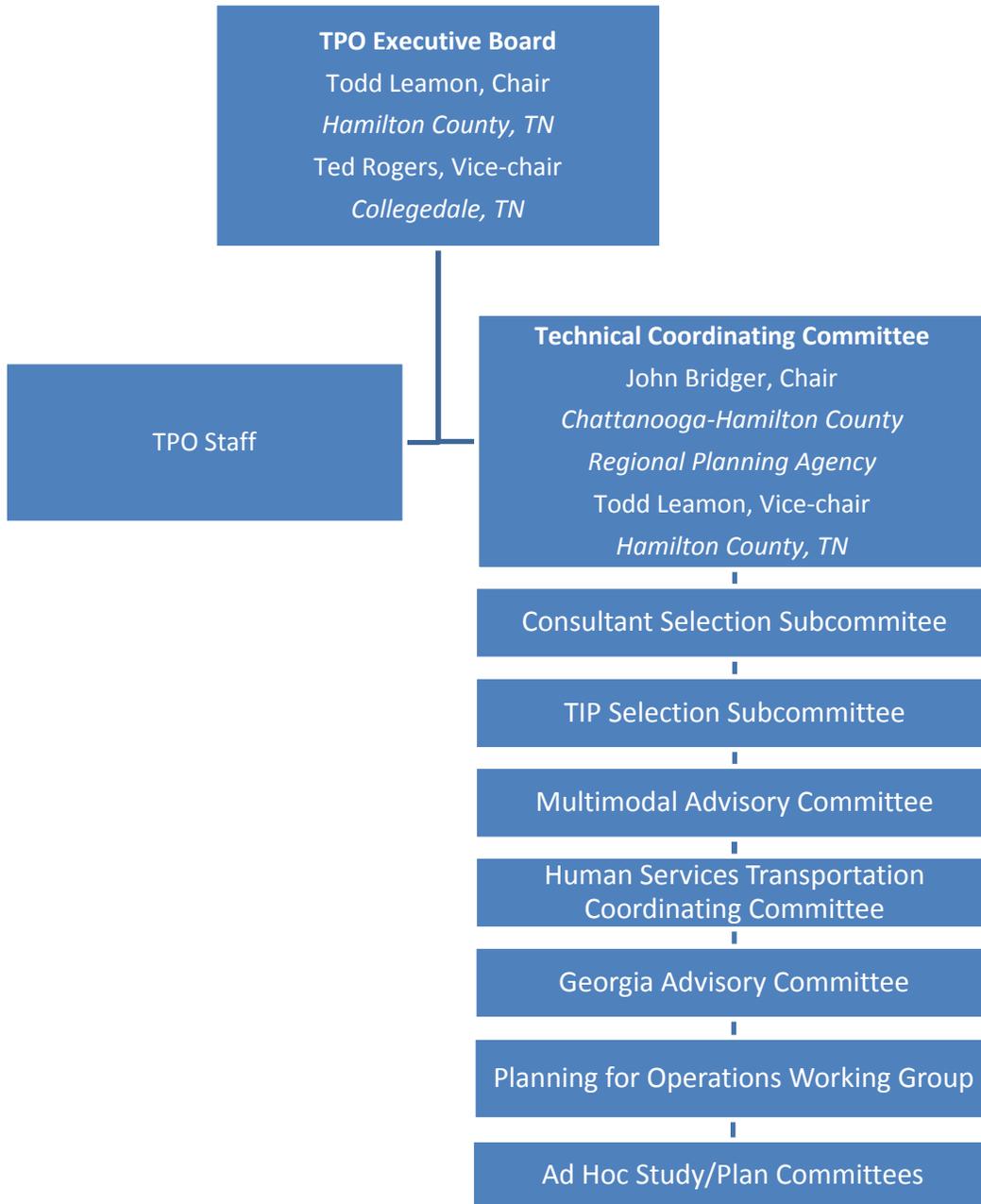
# PLANNING AREA

The TPO planning boundary is a bi-state region serving 19 jurisdictions (15 municipalities and four counties):



## ORGANIZATIONAL STRUCTURE

The Chattanooga-Hamilton County/North Georgia Transportation Planning Organization is composed of an Executive Board, a Technical Coordinating Committee and Staff.



## **TPO Executive Board**

The TPO Executive Board is composed of principal elected officials of governmental jurisdictions and officials of agencies which administer or operate major modes of transportation in the regional transportation planning area.

The TPO Executive Board holds officer elections the first meeting of every “even” year.

## **Technical Coordinating Committee**

The Technical Coordinating Committee (TCC) is composed of representatives of public agencies having transportation or transportation related planning, programming, and/or implementation responsibilities in the Chattanooga-TN, GA Urbanized Area. A representative of each modal administration of the United States Department of Transportation serves as a non-voting member of the TCC.

## **TPO Staff**

TPO Staff provides administration support and professional transportation planning services to support the functions of the TPO.

TPO functions are primarily carried out by three Chattanooga-Hamilton County Regional Planning Agency (RPA) departments. The departments and their core tasks are identified below. Departmental directors may be reached at [tpo@chattanooga.gov](mailto:tpo@chattanooga.gov) or (423)643-5900.

John Bridger is the Executive Director of the RPA.

### Administration

*Karen Rennich, RPA Deputy Director/TPO Coordinator*  
TPO Board/TCC Coordination  
Unified Planning Work Program  
Memorandums of Understanding/Agreement  
Title VI Compliance  
Public Participation Plan  
Grant Management/Quarterly Reports  
Support TPO Web Content Update  
Continuity of Operations planning

### Research and Analysis

*Yuen Lee, Director*  
Data collection/processing/analysis  
Model development and application  
Intelligent Transportation Systems  
Congestion Mitigation Process Evaluation  
Planning for Operations  
Transportation Demand Model  
Base Year and Future Year Projections

### Strategic Long-Range Planning

*Melissa Taylor, Director*  
Long-Range Transportation Plan  
Transportation Improvement Program development  
Transportation Alternatives Program  
Air Quality Conformity  
Bike/Pedestrian/Transit Planning  
Freight Movement Planning  
Congestion Mitigation and Air Quality Grants  
Facilitate Georgia Advisory and Multimodal Advisory Committees  
Staff Bicycle/Pedestrian Task Force

## PLANNING FACTORS AND FEDERAL INITIATIVES

As required in the Federal transportation legislation, the TPO's planning process considers the following factors in planning projects and strategies:

- Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
- Increase the safety of the transportation system for motorized and non-motorized users;
- Increase the security of the transportation system for motorized and non-motorized users;
- Increase the accessibility and mobility of people and for freight;
- Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;
- Enhance the integration and connectivity of the transportation system, across and between modes throughout the State, for people and freight;
- Promote efficient system management and operation;
- Emphasize the preservation of the existing transportation system.
- Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation; and
- Enhance travel and tourism.

Several transportation initiatives associated with the Federal planning factors are highlighted below with a discussion of specific work activities related to each initiative:

- **Livability:** The TPO continues to explore transportation connections directly associated with livability including the type, functionality, and scale of transportation projects, multimodal access, health impacts, and project evaluation and selection. A task of the 2045 Regional Transportation Plan, under development, identifies opportunities to use Travel Demand Management to reduce vehicle trips and meet other applicable transportation, land use and health related goals.
- **Freight:** TPO staff continues to improve coordination with freight stakeholders in the transportation planning process through the Regional Transportation Plan and collection and use of data. The TPO will continue to include the movement of freight as an important part of the transportation system and participate in TDOT's quarterly Regional Freight Advisory Committee meetings.
- **FHWA INVEST (Infrastructure Voluntary Evaluation Sustainability Tool):** INVEST was developed by FHWA as a web-based collection of voluntary best practices designed to help transportation agencies integrate sustainability into their programs and projects. The TPO, with a team of stakeholders, evaluated its 2040 Regional Transportation Plan. One of the results of that evaluation- a need for better financial forecasting- is being implemented in the 2045 Regional Transportation Plan.
- **Disaster Preparedness:** Emergency preparedness can be enhanced by the TPO's regional representation from many different jurisdictions and different disciplines. The TPO maintains a Continuity of Operations Plan to ensure the continuity of essential office functions in the occurrence of a major event/emergency/disaster.

- **Safety:** Improving the safety of the transportation system is one of the planning factors that Federal legislation explicitly requires to be considered in the transportation planning process. Maintaining high performance in transportation safety requires coordination of activities and funding among multiple partners and a transportation planning process that can coordinate and direct funding toward the highest safety priorities. The Tennessee and Georgia Departments of Transportation collect and analyze crash data to help inform the TPO's short- and long-range plans and subsequent projects and strategies. The TPO coordinates with the Departments of Transportation on the collection of available safety data for use in the transportation planning process. The Departments of Transportation are required to develop and implement a Strategic Highway Safety Plan (SHSP). TPO staff participates on TDOT's Strategic Highway Safety Plan committee. The TPO will continue to coordinate with FHWA and TDOT/GDOT on the Strategic Highway Safety Plan and the use of safety data for performance measurement and project evaluation.
- **Public Health:** Transportation systems are part of the built environment and influence physical activity and the ability of users of the system to access destinations important to maintain a healthy lifestyle. The TPO participates in a variety of activities to promote public health including coordinating and participating in programs that address transportation-related infrastructure to improve walking and bicycling including, but not limited to, access to public health services and basic necessities such as food, medical and similar accommodations, Safe Routes to School, and coordination with similar North Georgia program(s).
- **Environmental Justice:** The goal of Title VI/Environmental Justice is to ensure that services and benefits are fairly distributed to all people, regardless of race, national origin, or income, and that they have access to meaningful participation. The TPO's role is to ensure that all segments of the population have been included in the planning process. An evaluation of the Participation Plan was conducted for FY 2015-2016 with changes implemented as recommended. Another evaluation will be conducted for FY 2017-2018.
- **Planning for Operations:** To improve the efficiency and reliability of the transportation system in the region, the TPO staff will collaborate and coordinate with the transportation system operators and planners in the local governments, the Chattanooga Area Regional Transportation Authority, State highway departments (TDOT/GDOT) and emergency services departments in developing/updating the objectives, performance measures and evaluation elements in the Congestion Management Process and to address operational improvements through Planning for Operations. The TPO will assess congestion mitigation strategies and monitor system performance. Results will be shared with the operators and other planning partners.
- **Enhance Travel and Tourism:** The FAST Act included additional planning considerations for tourism and tourism-related travel impacts within an MPO region. To address this requirement, new analysis and recommendations will be part of the 2045 Regional Transportation Plan update currently underway.

## **PLANNING EMPHASIS AREAS**

The Federal Highway Administration and Federal Transit Administration have encouraged the inclusion of the three Planning Emphasis Areas (PEAs) in the UPWP as these are considered U.S. DOT Secretarial priorities and avenues for continuous improvement for Metropolitan Transportation Planning. These three areas are 1) FAST Act/MAP-21 Implementation, 2) Regional Planning Cooperation, and 3) Access to Essential Services. The TPO is involved in a variety of programs and projects that support these emphasis areas. Key priorities of the TPO for FY 2018-2019 associated with these areas are outlined below.

Fixing America's Surface Transportation Act Implementation: The TPO will implement any rulemaking that is implemented under the FAST Act or that continues to be issued under the prior legislation of the Moving Ahead for Progress in the 21<sup>st</sup> Century Act (MAP-21). The TPO is collaborating with TDOT and GDOT to establish performance targets. During FY 2018, the TPO will be determining if it will adopt the states' targets, set its own targets, or choose a combination of both for each of the five performance measures.

Models of Regional Planning Cooperation: The TPO staff collaborates and partners on a variety of transportation planning programs including, but not limited to, participating in TDOT and GDOT advisory committees/workgroups, continued efforts to integrate the states' Strategic Highway Safety Plan (SHSP), hosting the annual Human Services Transportation Symposium, and maintaining appropriate planning agreements between adjacent MPOs. The TPO staff also continues to work on programs and projects that better integrate land use and transportation with various non-traditional transportation partners such as the universities' health, public administration, environmental science, and engineering programs, the Hamilton County Health Department, and private foundations.

Access to Essential Services: The TPO has made it a priority to focus on connectivity and the need for a truly multimodal system. The Federal Highway Administration defines traditionally underserved or disadvantaged groups as low-income, minority, limited English proficiency, individuals with disabilities, and the elderly. Using these criteria, transportation disadvantaged areas have been mapped and this geographic information is being used in the 2045 Regional Transportation Plan to identify needed improvements, revise the performance-based planning and project evaluation framework to more specifically address this emphasis area, and provide support for future land use and transportation studies.

Each of the Planning Factors and Planning Emphasis Areas is addressed through various work program tasks in Fiscal Years 2018-2019, as shown below:

		Planning Tasks						
		Task 1 Admin	Task 2 Data & Analysis	Task 3 Public Participation	Task 4 Multimodal Planning	Task 5 Public Transit	Task 6 System Performance	Task 7 Regional Long-range Planning
<b>Planning Factors and Emphasis Areas</b>	Economic	X	X	X	X	X	X	X
	Safety		X	X	X	X	X	X
	Security	X		X	X	X	X	X
	Mobility & Accessibility	X		X	X	X	X	X
	Conserve Environment Energy		X	X	X	X	X	X
	Multi-modal Integration	X	X	X	X	X	X	X
	Efficiency	X	X	X	X	X	X	X
	Preserve Existing System		X		X	X	X	X
	Resiliency/ Reliability & Stormwater		X		X		X	X
	Travel & Tourism	X	X	X	X			X
	FAST Act Implementation	X	X	X	X	X	X	X
	Regional Cooperation	X	X	X	X	X	X	X
	Access to Essential Services		X	X	X	X	X	X

## **FUNDING SOURCES FOR PLANNING ACTIVITIES**

All work detailed in the UPWP, including CHCNGA TPO staff time and consultant studies, is primarily funded by one or more of the following funding sources. Summary tables showing the Federal share and the state and/or local matching share by task may be found in Appendix C.

Funding sources include the following:

### Federal Highway Administration (FHWA) Section 112 funds (also known as “PL” or planning funds)

Federal planning funds can be used for up to 80% of a project, with a required 20% match typically provided by local governments. The CHCNGA TPO receives PL funds from both the Tennessee and Georgia Departments of Transportation.

### Federal Highway Administration (FHWA) State Planning and Research (SPR) funds

State Planning and Research (SPR) funds are Federal dollars from the State Planning & Research Program administered by the Tennessee Department of Transportation. The Federal share is a portion of the total Federal funds apportioned to the state. The local match may be provided by the Tennessee Department of Transportation or by local jurisdictions.

### Federal Transit Administration (FTA) Section 5303 funds

Section 5303 funds are Federal funds designated for transit planning and research activities. Up to 80% Federal funds can be used for a project. The UPWP reflects the remaining 20% match being divided between the Tennessee Department of Transportation and local government (City of Chattanooga and Hamilton County, TN), with each contributing 10%.

### Other Federal or state funding

In addition, other Federal or state funding that is not specifically designed for planning activities can be allocated for planning purposes. In those cases, those funds need to be shown in the tables, such as FTA Section 5307 funds. The Section 5307 funds shown for the CHCNGA TPO are used by the Chattanooga Area Regional Transportation Authority (CARTA), as the Designated Recipient, for their planning activities.

### Local Match Funds

Federal grant funds normally require a 20% non-Federal match although there are some Federal grant funds that only require a 10% non-Federal match or no matching funds at all. The CHCNGA TPO’s local match comes from member jurisdictions.

## PUBLIC PROCESS

As an updated program of activities, which has an immediate impact on the transportation system and projects in the region, it is essential that the TPO inform and involve the public in setting the priorities in the UPWP. The UPWP is provided on the TPO website ([www.chcrpa.org](http://www.chcrpa.org)) for immediate and continued review of all transportation planning activities.

The TPO’s adopted Participation Plan also addresses the UPWP, by stating the commitment of the TPO to:

- **Timely Information-** The TPO will provide information about transportation projects and processes identified in the UPWP.
- **Public Access/Notice-**The UPWP is distributed to Technical Coordinating Committee and Executive Board members for review as a draft document by June. The TPO TCC, stakeholders and the public have an opportunity to review and comment on the draft UPWP’s content and structure. The final document is typically adopted by the TPO Executive Board in August. The TPO’s TCC and Executive Board meetings are held at the Development Resource Center (DRC), 1250 Market Street, in downtown Chattanooga. The DRC is ADA compliant and is on both the Chattanooga Area Regional Transportation Authority (CARTA) bus route and the downtown circulator shuttle route.

The TPO utilized the following process for the development of the UPWP. All comments received from the public will be included in the appendix of this document.

<b>UPWP Development Process Activity</b>	<b>Feb.</b>	<b>Mar.</b>	<b>Apr.</b>	<b>May</b>	<b>June</b>	<b>July</b>	<b>Aug.</b>
Notice and Discussion of UPWP Development & Potential Activities		◆	◆				
Development of Draft	◆	◆					
Submission of Draft to State Partners/Share draft with TCC and partners		◆	◆				
Review of draft by Federal Partners and present draft to TCC and Executive Board				◆	◆		
Post for Public Comment*					◆	◆	◆
TCC Meeting/Recommendation of Approval						◆	
Board Meeting/Approval							◆

*\*Exact dates depending on scheduling*

The adopted UPWP may need to be modified as funding amounts change, new projects need to be incorporated, existing project timelines are revised or other item impacts the work program.

Modifications to the UPWP involving FHWA/FTA funds fall into two categories, each requiring different actions:

Amendments are modifications that:

- Add or delete funds for a work task (over 20%)
- Change the scope of the work task(s)
- Add or delete a work task

Adjustments are modifications that:

- Do not change the scope of the funded work tasks
- Do not exceed more than twenty percent (20%) of funds allocated in a work task

The amendment process is similar to the adoption of a new UPWP, although the schedule may vary depending on the need or item to be addressed. According to the TPO’s Participation Plan, the amendment process follows the TPO meeting process meaning that notice of an amendment is made as part of the legal notice and meeting materials for the Technical Coordinating Committee and Executive Board meetings. The amendment is reviewed at both meetings with final action on amendments requiring TPO Executive Board approval. This process from when notification is first made regarding an amendment to final Executive Board adoption usually requires eight weeks to complete.

The following chart details the process along with a general timeline of when amendment activities may occur although amendments are processed as needed.

<b>UPWP Amendment Process Activity</b>	<b>Jan.</b>	<b>Feb.</b>	<b>Mar.</b>	<b>Apr.</b>	<b>May</b>	<b>June</b>	<b>July</b>	<b>Aug.</b>
Review by Partners & TCC	◆	◆	◆	◆	◆			
TCC Meeting/Recommendation of Approval				◆	◆	◆	◆	
Board Meeting/Approval					◆	◆	◆	◆

## II. UNIFIED PLANNING WORK PROGRAM

The UPWP is divided into seven distinct tasks. These tasks detail the specific projects to be carried out by the participating agencies.

### UPWP Tasks

1. Administration
2. Data Collection, Analysis and Modeling
3. Public Participation
4. Multimodal Planning
5. Public Transit Agency Planning
6. Transportation System Performance
7. Regional Long-range Regional Transportation Planning

### Accomplishments from Fiscal Years 2016-2017

The following are a list of the major accomplishments for the prior years' work program. A more detailed listing of previous work is identified in each upcoming Task section.

Key accomplishments for Fiscal Years 2016-2017 included:

- Completed the socio-economic data and projections for the 2045 Transportation Plan.
- Coordinated and oversaw development of the Travel Demand Model for the 2045 Transportation Plan.
- Began development of the 2045 Transportation Plan including the following elements:
  - Completed existing conditions.
  - Enhanced Revenue Forecast – The staff and consultant team, in partnership with a Financial Planning subcommittee, completed a technical memorandum for a new forecast methodology.
  - Regional Vision/Approach for Travel Demand Management – Developed a toolkit that provides guidance to developers for incorporating transportation demand management strategies into new developments. It details how transportation demand management can benefit the developer as well as future owners and tenants, lists and explains a variety of TDM strategies to consider, and introduces an Excel tool that assists with selecting the most appropriate and effective strategies for a development site.
  - New Congestion Management Process with Evaluation Component – A new set of system monitoring measures was added to the TPO's performance framework. Five of those new measures are explicitly related to evaluating and monitoring congestion.
  - New Bicycle and Pedestrian Inventory and Analysis – This work contributed to updated performance measures and a more intensive analysis for defining "transportation disadvantaged" portions of the population.
- Completed a major update to the Regional Intelligent Transportation System (ITS) Architecture and Deployment Plan.
- Developed the 2017-2020 Transportation Improvement Program.
- Developed 2018-2019 Unified Planning Work Program.
- Participated in the FHWA/FTA Transportation Management Area Certification Review.
- Finalized a TPO Continuity of Operations Plan to ensure the stability of essential office functions in the occurrence of a major event/emergency/disaster.

### **Key Projects for Fiscal Years 2018-2019**

Key projects for Fiscal Years 2018-2019 include:

- Finalizing development of the 2045 Transportation Plan with completion in Spring 2019.
- Developing the 2020-2023 Transportation Improvement Program.
- Developing the 2020-2021 Unified Planning Work Program.
- Conducting FY 2017-FY2018 evaluation of the Public Participation Plan.
- Amending the UPWP as needed including incorporation of funding under a Consolidated Planning Grant.
- Participating in setting performance targets.

# 1. TASK 1: ADMINISTRATION

## TASK PURPOSE

To conduct the continuing, cooperative, and comprehensive transportation planning process for the Chattanooga-Hamilton County/North Georgia Transportation Planning Organization and its member jurisdictions and partners. The TPO administers this process in a manner that ensures all transportation planning projects and activities meet Federal and state requirements.

## RESPONSIBLE AGENCIES

The Chattanooga-Hamilton County Regional Planning Agency (RPA) Administration Division is the lead for this task. All divisions participate in the transportation planning process and staff the CHCNGA TPO Technical Coordinating Committee and Executive Board.

Other partners include CARTA, the Tennessee Department of Transportation, and the Georgia Department of Transportation.

## PREVIOUS WORK

- Many of these activities are ongoing tasks.
- Established work order contracts and contract amendments to enable consultant support for the Travel Demand Model, the Regional Transportation Plan, Air Quality Conformity and other professional transportation planning support.
- Amended the FY 2015 Unified Planning Work Program and developed the FY 2016-2017 Unified Planning Work Program.
- Finalized a Continuity of Operations Plan to ensure the stability of essential office functions in the occurrence of a major event/emergency/disaster.
- Participated in the FHWA/FTA Transportation Management Area Certification Review.
- Amended Technical Coordinating Committee and Executive Board bylaws to reflect new Federal transportation legislation.
- Developed the 2018-2019 Unified Planning Work Program.

## FISCAL YEARS 2018-2019 ACTIVITIES

- Amend the 2018-2019 Unified Planning Work Program as needed including but not limited to addressing a Consolidated Planning Grant.
- Develop the 2020-2021 Unified Planning Work Program.
- Undertake a Request for Proposals process to prequalify consultant firms for certain transportation planning activities and to select firms to place under contract(s). **Activities include, but are not limited to, development of the 2050 Regional Transportation Plan and update of the Travel Demand Model.**
- Continue to work with interested organizations, agencies, and local/state governments to promote a cooperative and open transportation planning process.
- Assist member jurisdictions with TPO involvement including involvement in the transportation planning process, member orientation, and outreach.

- Coordinate, prepare for and attend TPO meetings, as well as record meeting minutes, prepare meeting agendas, and information.
- Maintain records of TCC and Executive Board action, update membership rosters based on bylaw representation, and maintain email distribution lists.
- Facilitate special presentations for TPO meetings by the state Departments of Transportation or other regional groups. Includes facilitation of feedback on the TDOT list of projects.
- Hold a call for nominations and elections for Executive Board Chair and Vice-chair positions for calendar years 2018-2019.
- Provide financial and administrative oversight for TPO activities including grant budget management, quarterly invoices and annual reports, consultant contract and work order development and review, audit preparation, and purchasing of capital items.
- Maintain updated Technical Coordinating Committee and Executive Board bylaws, planning agreements, and the Prospectus to ensure documents are consistent and reflect any changes in metropolitan planning area boundaries, membership, responsibilities, and Federal requirements.
- Coordinate with the Southeast Tennessee Rural Planning Organization on planning activities and projects.
- Provide administration of the Georgia Advisory Committee.
- Travel and attendance at workshops, seminars, conferences and committee meetings as necessary and as required receiving training in Federal/state regulations, information exchanges, professional development, and continuing education. These workshops and conferences include, but are not limited to, the following:
  - Association of Metropolitan Planning Organizations annual meeting and workgroups.
  - TDOT sponsored annual Metropolitan Planning Organization Conference.
  - Georgia Association of Metropolitan Planning Organizations (GAMPO) annual meetings and workgroups.
  - FHWA and FTA sponsored training: FHWA and FTA sponsor a variety of training programs on the Metropolitan Planning Organization Process, Congestion Management, Operations and Management, Intelligent Transportation Systems , Livability/Sustainability/Climate Change Planning, Travel Demand Modeling, Performance Based Planning and Transportation Improvement Project Selection, Public Participation, Multimodal Planning such as bicycle and pedestrian integration, Incident Management, Transit Planning, Freight Planning, Performance Measures/Targets and grants management.
  - Tennessee and Georgia state-sponsored training: Periodically the states will host seminars and other training/professional improvement events within their respective states. These events include, but are not limited to Grant Management, Public Participation/Facilitation, Planning Process Improvements, Air Quality updates, Model User Groups, ITS and Incident Management groups, Environmental/Livability/Climate Change workgroups and seminars, and multimodal activities such as walking/biking audits.
  - American Public Transportation Association annual meeting and focus topic seminars.
  - American Planning Association Annual Conference.
  - Tennessee and Georgia Chapters of the American Planning Association meetings, annual conferences, winter conference, focus topic seminars and workgroups.
  - Annual Transportation Research Board meetings and workgroups.
  - Tools of the Trade Conference.

- Federal Highway Administration Every Day Counts summits and programs.
- Bicycle and Pedestrian Conferences, including but not limited to, the National Bike Summit, Tennessee Bike Summit, ProWalkProBike, National Safe Routes to School, and Association of Pedestrian and Bicycle Professionals Seminars and Workgroups.
- Long Range Planning Division/TDOT - The Long Range Planning Division, Tennessee Department of Transportation, will work jointly with the Metropolitan Planning Organization (MPO) to establish the required administrative and technical procedures and prepare contractual agreements. In addition, the Long Range Planning Division will attend technical and policy board meetings, distribute information on Federal transportation planning guidelines and requirements, conduct seminars and work sessions, review the MPO's transportation planning studies and reports, and undertake general administrative activities.
- Multimodal Transportation Resources Division/TDOT - The Multimodal Transportation Resources Division, Tennessee Department of Transportation, will administer State and Federal programs regarding river transportation, urban public transportation, rail service, ride-sharing, and transportation systems management. Representatives of this office will participate in MPO meetings, distribute Federal transit guidelines and requirements, conduct seminars and work sessions, and review MPO studies and reports.
- GDOT Planning - Work jointly with the TPO/RPA to develop UPWP and prepare contract agreement as required. Assist in the administering of the transportation planning contracts and planning procedures required and attend MPO meetings. Coordinate the participation of other offices of GDOT as needed or required. Review and analyze individual transportation planning projects and studies. Attend workshops, seminars, and conferences as required to receive training in Federal and state regulations and for information exchanges, professional development, and continuing education.

**PRODUCTS & SCHEDULE** *(expected completion date shown)*

- |   |                      |
|---|----------------------|
| ▪ Develop 2020-2021 UPWP  | Spring-Summer 2019   |
| ▪ Amend 2018-2019 UPWP  | As needed            |
| ▪ Preparation for and attendance of meetings of the TCC/Executive Board | Monthly or as needed |
| ▪ Quarterly progress and billing reports                                | Nov, Feb, May, Aug   |
| ▪ Annual Reports  | November             |
| ▪ Contract administration   | Ongoing              |
| ▪ Staff training and travel   | As needed            |
| ▪ RPO meetings  | As called            |
| ▪ Georgia Advisory Committee (GAC) meetings                             | As needed            |
| ▪ Capital purchases   | As needed            |

**TECHNOLOGY PURCHASES**

The TPO may spend up to \$20,000 on software and its related annual maintenance and computers or other equipment as needed including, but not limited to, the following:

- TransCAD license: \$3,000/yearly
- CommunityViz license: \$800/yearly
- Citilabs software: \$16,000/yearly

**FY 2018 BUDGET**

	<b>Task 1 Administration</b>
<b>FHWA: TN Funds</b>	
<b>SPR</b>	\$20,398
TDOT match	\$5,100
Subtotal	\$25,498
<b>PL</b>	\$75,000
Local match	\$18,750
Subtotal	\$93,750
<b>FHWA: GA Funds</b>	
<b>PL</b>	\$28,000
Local match	\$7,000
Subtotal	\$35,000
<b>FTA Funds</b>	
<b>Sec 5303</b>	\$15,000
TDOT match (10%)	\$1,875
Local match (10%)	\$234
Subtotal	\$17,109
<b>Sec 5307 funds</b>	\$0
TDOT match (10%)	\$0
Local match (10%)	\$0
Subtotal	\$0
<b>Task Total</b>	<b>\$171,357</b>

**FY 2019 BUDGET**

	<b>Task 1 Administration</b>
<b>FHWA: TN Funds</b>	
<b>SPR</b>	\$20,398
TDOT match	\$5,100
Subtotal	\$25,498
<b>PL</b>	\$75,000
Local match	\$18,750
Subtotal	\$93,750
<b>FHWA: GA Funds</b>	
<b>PL</b>	\$28,000
Local match	\$7,000
Subtotal	\$35,000
<b>FTA Funds</b>	
<b>Sec 5303</b>	\$15,000
TDOT match (10%)	\$1,875
Local match (10%)	\$234
Subtotal	\$17,109
<b>Sec 5307 funds</b>	\$0
TDOT match (10%)	\$0
Local match (10%)	\$0
Subtotal	\$0
<b>Task Total</b>	<b>\$171,357</b>

## **2. TASK 2: DATA COLLECTION, ANALYSIS, AND MODELING**

### **TASK PURPOSE**

To collect transportation data, inventory transportation data, and monitor transportation systems for all modes of transportation as well as gather information on transportation/land use related activities to ensure that all transportation plans, programs, and projects are based on the most accurate information and data projections available. Data will be incorporated into the Travel Demand Model and, where applicable, the land use model.

### **RESPONSIBLE AGENCIES**

The Chattanooga-Hamilton County Regional Planning Agency (RPA) Research and Analysis Division is the lead for this task. Other divisions provide a coordination and professional assistance role.

Other partners include CARTA, the Tennessee Department of Transportation and the Georgia Department of Transportation.

### **PREVIOUS WORK**

- Collected traffic volumes at three (3) permanent and 535 annual cycle count stations plus 154 additional counts on the Interstate ramps. Special count data collected for design projects as required. Accident data from Tennessee Department of Safety coded and filed. High hazard accident data furnished for safety studies as needed.
- Completed development of socio-economic data for the base year and 2045 projections for the 2045 Regional Transportation Plan.
- Coordinated and oversaw development of the Travel Demand Model for the 2045 Regional Transportation Plan (RPA staff).
- Developed and ran the Travel Demand Model for the 2045 Regional Transportation Plan (Consultants).
- Completed a major update to the Regional Intelligent Transportation System (ITS) Architecture and Deployment Plan with a time frame aligned with the planning horizon of the 2045 Regional Transportation Plan.
- Processed revisions to the Functional Classification System of Streets.

### **FISCAL YEARS 2018-2019 ACTIVITIES**

- Update and run the Travel Demand Model for the 2045 Regional Transportation Plan and on an as-needed basis.
- Continue development of and implement use of the Regional Land Use Scenario Planning Model.
- Monitor and regularly administer modifications to the Federal Functional Classification System of Streets.
- Collect and/or purchase and analyze data, as necessary, pertaining to traffic, transit activity, intermodal activities, travel time and speeds, pedestrian and bicycle counts or other transportation-related data. This may include a joint purchase of transportation data with other Metropolitan Planning Organizations.

- Coordinate with TDOT/GDOT and FHWA on the collection of available safety data in an effort to better utilize this data for the transportation planning process.
- Continue training and use of the Census Transportation Planning Products. The Census Transportation Planning Products are a set of Census data on demographic characteristics about where people live and work, their journey to work commuting patterns and the modes they use for getting to work.
- Attend workshops and participate in training relative to data collection and analysis, travel demand modeling, land use/scenario modeling including, but not limited to, Census workshops, the Tennessee Model User's Group (TNMUG) and geographic information systems conferences.
- TDOT - Continue to collect traffic count data at three (3) permanent and 535 annual cycle count stations plus 154 counts on the Interstate ramps. Conduct special traffic counts as needed for planning and design projects. Maintain accident file and furnish high hazard listings and other safety data as required. Travel time studies will be conducted if needed for special studies.
- GDOT - Update and maintain present traffic count database for the Georgia portion of the study area. Provide special traffic counts, vehicle miles of travel data, and accident information as requested. Involve the participation of other offices of GDOT as needed or required.

**PRODUCTS & SCHEDULE** *(expected completion date shown)*

- |   |           |
|---|-----------|
| ▪ Run and update Travel Demand Model  | As needed |
| ▪ Maintain Regional Land Use Scenario Planning Model  | Ongoing   |
| ▪ Maintain Data Collection and Repository   | Ongoing   |
| ▪ Average Daily Traffic, peak hour volume, vehicle classification, directional distribution   | Ongoing   |
| ▪ Special counts  | As needed |
| ▪ Updated data for TDOT TRIMS File  | Ongoing   |
| ▪ Vehicle miles of travel (VMT) data, Accident data high hazard lists, collision diagrams, and other accident data, coded & stored daily on functionally classified systems | Ongoing   |

**FY 2018 BUDGET**

	<b>Task 2 Data and Analysis</b>
<b>FHWA: TN Funds</b>	
<b>SPR</b>	\$17,012
TDOT match	\$4,253
Subtotal	\$21,265
<b>PL</b>	\$100,000
Local match	\$25,000
Subtotal	\$125,000
<b>FHWA: GA Funds</b>	
<b>PL</b>	\$28,000
Local match	\$7,000
Subtotal	\$35,000
<b>FTA Funds</b>	
<b>Sec 5303</b>	\$30,000
TDOT match (10%)	\$3,750
Local match (10%)	\$469
Subtotal	\$34,219
<b>Sec 5307 funds</b>	\$0
TDOT match (10%)	\$0
Local match (10%)	\$0
Subtotal	\$0
<b>Task Total</b>	<b>\$215,484</b>

**FY 2019 BUDGET**

	<b>Task 2 Data and Analysis</b>
<b>FHWA: TN Funds</b>	
<b>SPR</b>	\$17,012
TDOT match	\$4,253
Subtotal	\$21,265
<b>PL</b>	\$100,000
Local match	\$25,000
Subtotal	\$125,000
<b>FHWA: GA Funds</b>	
<b>PL</b>	\$28,000
Local match	\$7,000
Subtotal	\$35,000
<b>FTA Funds</b>	
<b>Sec 5303</b>	\$30,000
TDOT match (10%)	\$3,750
Local match (10%)	\$469
Subtotal	\$34,219
<b>Sec 5307 funds</b>	\$0
TDOT match (10%)	\$0
Local match (10%)	\$0
Subtotal	\$0
<b>Task Total</b>	<b>\$215,484</b>

### **3. TASK 3: PUBLIC PARTICIPATION**

#### **TASK PURPOSE**

Provide continuously updated resources and information to ensure public awareness and participation in the transportation planning process.

#### **RESPONSIBLE AGENCIES**

Chattanooga-Hamilton County Regional Planning Agency (RPA), the Tennessee Department of Transportation, the Georgia Department of Transportation and CARTA.

#### **PREVIOUS WORK**

- Maintained website- [www.chcrpa.org](http://www.chcrpa.org).
- Coordinated public participation activities for all plans and programs.
- Completed translation activities for meeting notices and public input events.
- Notified TCC and Board members of continuing education activities.
- Attended Title VI training.
- Publicized the Annual Listing of Obligated Projects.
- Fully revised the Participation Plan to reflect an effective public participation process, air quality status and changes to transportation legislation.
- Completed an evaluation of the effectiveness of the TPO's Participation Plan. The evaluation report covered FY 2015-2016 and provided recommendations, currently being implemented, to improve outreach activities.
- Surveyed TPO member jurisdictions and agencies that employ 50 or more staff to determine the status of their respective Americans with Disabilities Act (ADA) Transition Plans.

#### **FISCAL YEARS 2018-2019 ACTIVITIES**

- Complete a two-year evaluation of the TPO's Participation Plan. The evaluation period will be fiscal years 2017 and 2018.
- Revise the Public Participation Plan to address Federal legislation changes and updated outreach methods.
- Utilize the TPO's website and social media platforms to make information available to TPO stakeholders and the public.
- Attend and participate in transportation-related public and interagency meetings to ensure the coordination of long-range planning goals.
- Represent the TPO in community meetings to explain the organization's role in transportation planning activities.
- Publicize the Annual Listing of Obligated Projects. This list is to be published or otherwise made public no later than 90 days after the end of the program year.
- Prepare self certifications and the Annual Title VI report as specified by TDOT/GDOT. Prepare triennial Title VI Report along with CARTA for FTA.
- Attend Title VI training and workshops provided locally by local jurisdictions and as available from TDOT, GDOT, and FHWA.

- Amend, as appropriate, planning and organizational documents, including the Public Participation Plan.

**PRODUCTS & SCHEDULE** *(expected completion date shown)*

- |  |                    |
|--|--------------------|
| ▪ Participation Plan evaluation                  | October 2018       |
| ▪ Participation Plan update                      | As needed          |
| ▪ Website Maintenance                            | Ongoing            |
| ▪ Bilingual/Disadvantaged Activities             | Ongoing            |
| ▪ Publicize Annual Listing of Obligated Projects | December – January |
| ▪ TCC/Board Education                            | Ongoing            |
| ▪ Title VI Report                                | As needed          |

**FY 2018 BUDGET**

	<b>Task 3 Public Participation</b>
<b>FHWA: TN Funds</b>	
<b>SPR</b>	\$0
TDOT match	\$0
Subtotal	\$0
<b>PL</b>	\$10,000
Local match	\$2,500
Subtotal	\$12,500
<b>FHWA: GA Funds</b>	
<b>PL</b>	\$1,600
Local match	\$400
Subtotal	\$2,000
<b>FTA Funds</b>	
<b>Sec 5303</b>	\$1,000
TDOT match (10%)	\$125
Local match (10%)	\$16
Subtotal	\$1,141
<b>Sec 5307 funds</b>	\$0
TDOT match (10%)	\$0
Local match (10%)	\$0
Subtotal	\$0
<b>Task Total</b>	<b>\$15,641</b>

**FY 2019 BUDGET**

	<b>Task 3 Public Participation</b>
<b>FHWA: TN Funds</b>	
<b>SPR</b>	\$0
TDOT match	\$0
Subtotal	\$0
<b>PL</b>	\$10,000
Local match	\$2,500
Subtotal	\$12,500
<b>FHWA: GA Funds</b>	
<b>PL</b>	\$1,600
Local match	\$400
Subtotal	\$2,000
<b>FTA Funds</b>	
<b>Sec 5303</b>	\$1,000
TDOT match (10%)	\$125
Local match (10%)	\$16
Subtotal	\$1,141
<b>Sec 5307 funds</b>	\$0
TDOT match (10%)	\$0
Local match (10%)	\$0
Subtotal	\$0
<b>Task Total</b>	<b>\$15,641</b>

## **4. TASK 4: MULTIMODAL PLANNING**

### **TASK PURPOSE**

Promote multimodal planning practices that support the goals and objectives of the Regional Transportation Plan. Multimodal planning takes a comprehensive approach which looks at all types of transportation and how those different types of transportation connect to each other and work together. Includes, but is not limited to, highways and roads, transit planning, freight planning, and pedestrian and bicycle planning.

### **RESPONSIBLE AGENCIES**

The Chattanooga-Hamilton County Regional Planning Agency (RPA) Strategic Long-Range Planning Division is the lead for this task. Other divisions provide a coordination and professional assistance role.

Other partners include CARTA, the Tennessee Department of Transportation, the Georgia Department of Transportation, the Southeast Tennessee Human Resource Agency and the Southeast Tennessee Development District.

### **PREVIOUS WORK**

- Facilitated grant programs including, but not limited to, the following:
  - Safe Routes to School
  - Transportation Alternatives Program
  - Multimodal Access Grant
- Finalized development of the Multimodal Advisory Committee.
- Provided guidance and assistance to member jurisdictions for the United States Department of Transportation (USDOT) Transportation Investment Generating Economic Recovery (TIGER) Discretionary Grant Program.
- Administered the GreenTrips program and applied for and received CMAQ funding for continuation and expansion of the program.

### **FISCAL YEARS 2018-2019 ACTIVITIES**

- As a part of ongoing efforts throughout the study area, the TPO will coordinate with various stakeholders, state and Federal agencies to coordinate any activities involving water, rail and air and its impact on the transportation system.
- Conduct, coordinate, and assist in various mass transportation opportunities such as passenger rail, exploration of bus rapid transit, and high-speed rail.
- Continue to review plans of alternative transportation corridors such as greenways, bike lanes, bike paths and safe walks for consistency with the Regional Transportation Plan and Transportation Improvement Program.
- Continue transit, bicycle and pedestrian facilities planning and education including the promotion of and assistance with Complete Street initiatives of TPO member jurisdictions.
- Assist member agencies/jurisdictions with preparation of applications for state and Federal transportation-related grants. Selected and approved projects will be incorporated into the Regional Transportation Plan and Transportation Improvement Program as necessary.

- Provide available funding amounts and project status information regarding programmed projects. This includes the identification of transportation improvements recommended for a four-year period.
- Administer the GreenTrips program.
- Coordinate with CARTA on the implementation of the Multimodal Transportation Center.
- Amend as appropriate multimodal planning documents to conform to new transportation legislation.
- GDOT Coordination—Coordinate with TPO in all transportation activities related to the Georgia portion of study area including: Management Systems, Enhancements, Financial Planning, Transportation Plan & Transportation Improvement Program, Bicycle Planning, High Speed Rail Connection.

**PRODUCTS & SCHEDULE** *(expected completion date shown)*

- Coordination of Multimodal Advisory Committee As needed
- Coordination of Freight Stakeholder Committee As needed
- Coordination of other modal groups As needed
- Coordinate grant applications As needed
- Administer grant programs As needed
- Planning and Coordination on High-Speed Ground Passenger Rail As needed

**FY 2018 BUDGET**

	<b>Task 4 Multimodal Planning</b>
<b>FHWA: TN Funds</b>	
SPR	\$0
TDOT match	\$0
Subtotal	\$0
PL	\$26,000
Local match	\$6,500
Subtotal	\$32,500
<b>FHWA: GA Funds</b>	
PL	\$10,000
Local match	\$2,500
Subtotal	\$12,500
<b>FTA Funds</b>	
Sec 5303	\$6,000
TDOT match (10%)	\$750
Local match (10%)	\$94
Subtotal	\$6,844
Sec 5307 funds	\$0
TDOT match (10%)	\$0
Local match (10%)	\$0
Subtotal	\$0
<b>Task Total</b>	<b>\$51,844</b>

**FY 2019 BUDGET**

	<b>Task 4 Multimodal Planning</b>
<b>FHWA: TN Funds</b>	
SPR	\$0
TDOT match	\$0
Subtotal	\$0
PL	\$26,000
Local match	\$6,500
Subtotal	\$32,500
<b>FHWA: GA Funds</b>	
PL	\$10,000
Local match	\$2,500
Subtotal	\$12,500
<b>FTA Funds</b>	
Sec 5303	\$6,000
TDOT match (10%)	\$750
Local match (10%)	\$94
Subtotal	\$6,844
Sec 5307 funds	\$0
TDOT match (10%)	\$0
Local match (10%)	\$0
Subtotal	\$0
<b>Task Total</b>	<b>\$51,844</b>

## **5. TASK 5: PUBLIC TRANSIT AGENCY PLANNING**

### **TASK PURPOSE**

Fulfill Federal transit and other Federal requirements related to public transportation and integrate public transportation facilities and services into the total transportation system.

### **RESPONSIBLE AGENCIES**

CARTA is the lead agency for this task. The Chattanooga-Hamilton County Regional Planning Agency (RPA) and Southeast Tennessee Human Resources Agency (SETHRA) provide coordination and professional planning activities. Partnerships also exist with agencies such as the University of Tennessee at Chattanooga.

### **PREVIOUS WORK**

- Continued assistance to public transit providers.
- Maintained coordination of activities with CARTA and SETHRA.
- Established and coordinated advisory and stakeholder committees to plan for a transit routing and transit center feasibility study.
- Held a call for projects for Federal Transit Authority 5310 funds and facilitated project selection.
- Completed the annual review of the Coordinated Public Transit-Human Services Transportation Plan.
- CARTA and TPO—Developed and implemented an on-board survey to examine travel behavior and demographic characteristics of existing CARTA riders.

### **FISCAL YEARS 2018-2019 ACTIVITIES**

- Coordinate on all transit agency related activities and their development.
- Offer technical assistance to related transportation boards and the community.
- In partnership with CARTA, conduct Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities call for projects and coordinate the project selection process.
- Continue coordination of activities of the Human Services Transportation Committee, a group of local transit providers, and provide the necessary support to help facilitate and improve transit services to the area including planning support for implementation of the Coordinated Public Transit-Human Services Transportation Plan and grant programs and project selection associated with these activities.
- Host the annual Human Services Transportation Symposium. The symposium improves coordination between public transportation, human services transportation, and for-profit transportation providers to better meet the transportation needs of senior, disabled, and low-income individuals. In particular, the symposium focuses on improving coordination across jurisdictional boundaries, specifically between Tennessee and Georgia, Cleveland and Chattanooga, and urban and rural areas. The TPO Technical Coordinating Committee and Executive Board as well as representatives of public transit, human services and related

transportation (public and non-profit), for-profit transportation operators, transportation planners, and users of public and human services transportation are invited to participate.

- Continue coordination with the Cleveland Metropolitan Planning Organization regarding the Cleveland-Chattanooga Commute Hub and related support provided by the TPO’s GreenTrips program.
- Participate in Federal Transit Administration training sessions and workshops.
- Amend as appropriate transit documents to conform to any new transportation legislation.
- CARTA—Transit Center and Transit Route Coordination—Begin implementation of service changes if feasible based on completed service analysis and pursue funding for the transit center recommendations established by the Multimodal Transportation Center Study.
- CARTA—Continuing planning activities to comply with Federal, state, and local regulations and to maintain the transit system. These ongoing activities include short-range transportation planning; implementation of the Americans with Disabilities Act regulations; financial planning; safety planning; drug and alcohol program and equal employment opportunity planning; maintenance planning; general development and comprehensive planning; and travel and training associated with these activities.
- CARTA—Collect and maintain data on transit performance, including ridership, to help keep inputs into the travel demand forecasting model up-to-date.
- CARTA—Develop a transit asset management plan in accordance with FAST Act requirements.
- CARTA—Provide required documentation for the FTA and TDOT, including Disadvantaged Business Enterprise, Title VI, American with Disabilities Act, and the National Transit Database reporting.
- CARTA—Evaluate and monitor transit system safety programs to include emergency preparedness, crash investigation, driver training, and drug and alcohol abuse prevention. Implement and update, as necessary, a safety and security plan for CARTA.
- CARTA—Participate in planning processes related to regional mass transit. This includes continuing to investigate opportunities for regional coordination of existing transit services and examining the need for transit services throughout the various communities in the region.
- CARTA—Continue to plan, assess, and deploy Intelligent Transportation Systems, including assisting with the update of the regional Intelligent Transportation Systems Architecture as necessary.
- CARTA—Begin the development of a transit development plan.

**PRODUCTS & SCHEDULE** *(expected completion date shown)*

- |   |                |
|---|----------------|
| ▪ Transit Center and Transit Route Coordination   | September 2019 |
| ▪ Technical Assistance Documentation              | Ongoing        |
| ▪ Coordinate Regional Transit Planning Activities | Ongoing        |
| ▪ CARTA Reports, Review and Monitoring Activities | Ongoing        |
| ▪ FTA Workshops and training sessions             | As needed      |

**FY 2018 BUDGET**

	<b>Task 5 Public Transit</b>
<b>FHWA: TN Funds</b>	
<b>SPR</b>	\$0
TDOT match	\$0
Subtotal	\$0
<b>PL</b>	\$0
Local match	\$0
Subtotal	\$0
<b>FHWA: GA Funds</b>	
<b>PL</b>	\$0
Local match	\$0
Subtotal	\$0
<b>FTA Funds</b>	
<b>Sec 5303</b>	\$15,000
TDOT match (10%)	\$1,875
Local match (10%)	\$234
Subtotal	\$17,109
<b>Sec 5307 funds</b>	\$80,000
TDOT match (10%)	\$10,000
Local match (10%)	\$10,000
Subtotal	\$100,000
<b>Task Total</b>	<b>\$117,109</b>

**FY 2019 BUDGET**

	<b>Task 5 Public Transit</b>
<b>FHWA: TN Funds</b>	
<b>SPR</b>	\$0
TDOT match	\$0
Subtotal	\$0
<b>PL</b>	\$0
Local match	\$0
Subtotal	\$0
<b>FHWA: GA Funds</b>	
<b>PL</b>	\$0
Local match	\$0
Subtotal	\$0
<b>FTA Funds</b>	
<b>Sec 5303</b>	\$15,000
TDOT match (10%)	\$1,875
Local match (10%)	\$234
Subtotal	\$17,109
<b>Sec 5307 funds</b>	\$80,000
TDOT match (10%)	\$10,000
Local match (10%)	\$10,000
Subtotal	\$100,000
<b>Task Total</b>	<b>\$117,109</b>

## **6. TASK 6: TRANSPORTATION SYSTEM PERFORMANCE**

### **TASK PURPOSE**

To enhance the operating efficiency of the regional transportation system, reduce congestion and maintain air quality. Transportation systems management and operations strategies are integrated into the planning process for the purpose of improving transportation system efficiency, reliability, and options.

### **RESPONSIBLE AGENCIES**

The Chattanooga-Hamilton County Regional Planning Agency (RPA) Strategic Long-Range Planning Division and the Research and Analysis Divisions are the leads for this task.

Other partners include the Tennessee Department of Transportation and the Georgia Department of Transportation.

### **PREVIOUS WORK**

- Coordinated with TDOT/GDOT on the setting of State and Metropolitan Planning Organization targets.
- Utilized the INVEST tool to evaluate the 2040 Regional Transportation Plan. INVEST—Infrastructure Voluntary Evaluation Sustainability Tool—a web-based self-evaluation tool created by the Federal Highway Administration is for assessing sustainability over the life cycle of a transportation project or program — from system and project planning through design and construction, to operations and maintenance.
- Completed a major update to the Regional Intelligent Transportation Systems (ITS) Architecture and Deployment Plan with a timeframe aligned with the planning horizon of the 2045 Transportation Plan.

### **FISCAL YEARS 2018-2019 ACTIVITIES**

- Coordinate and collaborate with TDOT, GDOT and public transportation providers on the implementation of performance targets and reporting.
- Engage Federal, State, and local planning partners in the Congestion Management Process.
- Evaluate congestion mitigation strategies for effectiveness by monitoring roadway conditions before and after targeted improvements.
- Coordinate the Planning for Operations working group for programming, implementing and evaluating the effectiveness of the Congestion Management strategies.
- Coordinate the Planning for Operations working group and ITS Architecture stakeholders for information sharing and ITS deployment.
- Integrate the objectives, performance measures, monitoring, and evaluation elements in the Congestion Management Process and Planning for Operations with various planning activities such as subarea planning and the comprehensive planning framework.
- Participate in the FHWA Traffic Incident Management Self-Assessments.
- Review and evaluate projects submitted for Congestion Mitigation and Air Quality Improvement (CMAQ) Program grant opportunities.

- Identify Transportation Demand Management strategies that can reduce congestion and enhance accessibility to jobs, goods, and services throughout the region.
- Maintain the 2017 Regional ITS Architecture and Deployment Plan and facilitate project selection for the Regional Transportation Plan and the Transportation Improvement Program.

**PRODUCTS & SCHEDULE** *(expected completion date shown)*

- |   |                   |
|---|-------------------|
| ▪ Collaborate on Performance Targets/Reporting              | Ongoing           |
| ▪ Set Safety Performance Measure Targets                    | February 27, 2018 |
| ▪ Set Performance Measure Targets                           | As required       |
| ▪ Conduct Congestion Management Process                     | Ongoing           |
| ▪ Coordination of the Planning for Operations Working Group | As needed         |
| ▪ Maintain ITS Architecture and Deployment                  | As needed         |

**FY 2018 BUDGET**

	<b>Task 6 System Performance</b>
<b>FHWA: TN Funds</b>	
SPR	\$0
TDOT match	\$0
Subtotal	\$0
PL	\$75,000
Local match	\$18,750
Subtotal	\$93,750
<b>FHWA: GA Funds</b>	
PL	\$15,000
Local match	\$3,750
Subtotal	\$18,750
<b>FTA Funds</b>	
Sec 5303	\$10,000
TDOT match (10%)	\$1,250
Local match (10%)	\$156
Subtotal	\$11,406
Sec 5307 funds	\$0
TDOT match (10%)	\$0
Local match (10%)	\$0
Subtotal	\$0
<b>Task Total</b>	<b>\$123,906</b>

**FY 2019 BUDGET**

	<b>Task 6 System Performance</b>
<b>FHWA: TN Funds</b>	
SPR	\$0
TDOT match	\$0
Subtotal	\$0
PL	\$75,000
Local match	\$18,750
Subtotal	\$93,750
<b>FHWA: GA Funds</b>	
PL	\$15,000
Local match	\$3,750
Subtotal	\$18,750
<b>FTA Funds</b>	
Sec 5303	\$10,000
TDOT match (10%)	\$1,250
Local match (10%)	\$156
Subtotal	\$11,406
Sec 5307 funds	\$0
TDOT match (10%)	\$0
Local match (10%)	\$0
Subtotal	\$0
<b>Task Total</b>	<b>\$123,906</b>

## **7. TASK 7: REGIONAL LONG-RANGE TRANSPORTATION PLANNING**

### **TASK PURPOSE**

Maintain a continuously updated comprehensive regional transportation planning process, through an updated Regional Transportation Plan and Transportation Improvement Program, which provides for the mid to long-range transportation needs of the TPO jurisdictions and partners. The Regional Transportation Plan is developed on a five-year cycle with amendments made to the plan as needed. The Transportation Improvement Program (TIP) covers a period of four years and is based on funds which are reasonably expected to be available for project implementation. The TIP includes state and local roadway, bridge, bicycle, pedestrian, safety and public transportation (transit) projects.

### **RESPONSIBLE AGENCIES**

The Chattanooga-Hamilton County Regional Planning Agency (RPA) Strategic Long-Range Planning Division is the lead for this task. Other divisions provide a coordination and professional assistance role.

Other partners include the Tennessee Department of Transportation, Georgia Department of Transportation and CARTA.

### **PREVIOUS WORK**

- Processed Amendments and Adjustments to the 2014-2017 TIP and the 2017-2020 Transportation Improvement Program in Tennessee and Georgia.
- Developed the 2017-2020 Transportation Improvement Program.
- Prepared an amendment to the 2040 Regional Transportation Plan.
- Participated in the transportation initiative of THRIVE, a 16-county regional planning effort.
- Participated in TDOT's I-24 Multimodal Corridor Study, Statewide Long-range Plan activities, Strategic Highway Safety Plan Committee Meeting and Tennessee Extreme Weather Vulnerability Assessment project.
- Amended the 2040 Regional Transportation Plan to meet the needs of TPO member jurisdictions and new transportation legislation.
- Completed three Subarea Transportation Planning Studies centered on specific projects of the fiscally constrained 2040 RTP project list. The studies included priority corridors, transit oriented development locations or circulator areas, and areas in need of multimodal access improvements.
- Worked with TDOT and GDOT on better ways to facilitate and disseminate quarterly information on project obligations.
- Undertook development of the 2045 Regional Transportation Plan, including the following tasks:
  - Held consultant project scoping meetings and an internal team kick-off.
  - Determined necessary revisions for 2045 as it will be a plan update.
  - Conducted meetings with the Community Advisory Committee and Technical Advisory Committee and other stakeholders.
  - Held public participation activities including, but not limited to, community open houses, three sets of public workshops, questionnaires, and other input sessions.

- Integrated countywide comprehensive/general municipal land use plans.
- Reviewed the project list and held a call for replacement projects with member agencies/jurisdictions.
- Developed a Financial Revenue Projections document that provides a detailed summary of the process and assumptions used to generate revenue projections for the 2045 Regional Transportation Plan, and the resulting future revenue estimates.
- Updated the Congestion Management Process including the development of objectives for traffic incident management and construction work zone management to address non-recurring congestion in the Chattanooga region.
- Finalize approach for evaluation of congestion mitigation strategies for effectiveness.
- Completed a new bicycle and pedestrian inventory and updated analysis.
- Integrated land use in the performance frameworks.

### **FISCAL YEARS 2018-2019 ACTIVITIES**

- Continue to educate TPO TCC and Executive Board members on the goals and strategies of long-range planning and development.
- Amend as appropriate planning documents to conform to new transportation legislation.
- Partner or participate in regional transportation planning efforts conducted by the Georgia and Tennessee Departments of Transportation, other state and Federal partners and member jurisdictions and agencies. Projects include development of the Strategic Highway Safety Plan, statewide transportation plans, state planning and research programs, statewide freight programs, corridor studies, reports and grant proposals.
- Process amendments and adjustments to the 2017-2020 TIP in Tennessee and Georgia. Continue preparation of financial plan sheets and individual project description pages for adjustments, amendments and new inclusions to the TIP.
- Develop the 2020-2023 Transportation Improvement Program.
- Finalize development of the 2045 Regional Transportation Plan including, but not limited to, the following tasks:
  - Draft document development and review period (August 2017-September 2018).
  - Conduct final public review (April-June 2018).
  - Plan adoption process (October-December 2018).
- Continue environmental evaluation and coordination with state and local agencies responsible for land use management, natural resources, environmental protection, conservation and historic preservation as outlined in the approved 2040 Regional Transportation Plan.
- Continue to work with TDOT and GDOT on better ways to facilitate and disseminate quarterly information on project obligations.
- Coordinate and develop an integrated land use planning framework that promotes and supports the transportation investments of the RTP and TIP including necessary transportation-focused studies for priority corridors, transit oriented development locations or circulator areas, and areas in need of multimodal access improvements.
- GDOT Coordination—Coordinate with TPO in all transportation activities related to the Georgia portion of study area including: Management Systems, Enhancements, Financial Planning, Transportation Plan & Transportation Improvement Program, Bicycle Planning, High Speed Rail Connection.

- TDOT—Contributes ongoing analysis to assist the MPOs with their modeling needs, including technical assistance for MPO staff, training, review of models and oversight of consultants contracted to work on the models; to assess current and projected demand for statewide freight and goods movement and the relative capacity of facilities in the urban areas that carry these trips; and to evaluate needs and opportunities for Intelligent Transportation Systems (ITS) to improve operations of the state transportation system within urban areas and plan for operational and capital solutions to these needs.

**PRODUCTS & SCHEDULE** *(expected completion date shown)*

- Finalize 2045 Regional Transportation Plan Spring 2019
- Maintain FY 2017-2020 TIP amendments/adjustments As needed
- Begin development of 2020-2023 TIP Summer 2019
- Long Range regional land use and transportation planning research and training Ongoing
- GDOT, input on coordination activities Ongoing
- TDOT, input on coordination activities Ongoing

**FY 2018 BUDGET**

	<b>Task 7 Regional Long-range Planning</b>
<b>FHWA: TN Funds</b>	
<b>SPR</b>	\$55,294
TDOT match	\$13,824
Subtotal	\$69,118
<b>PL</b>	\$238,702
Local match	\$59,676
Subtotal	\$298,378
<b>FHWA: GA Funds</b>	
<b>PL</b>	\$69,544
Local match	\$17,386
Subtotal	\$86,930
<b>FTA Funds</b>	
<b>Sec 5303</b>	\$173,000
TDOT match (10%)	\$21,625
Local match (10%)	\$2,703
Subtotal	\$197,328
<b>Sec 5307 funds</b>	\$0
TDOT match (10%)	\$0
Local match (10%)	\$0
Subtotal	\$0
<b>Task Total</b>	<b>\$651,753</b>

**FY 2019 BUDGET**

	<b>Task 7 Regional Long-range Planning</b>
<b>FHWA: TN Funds</b>	
<b>SPR</b>	\$55,294
TDOT match	\$13,824
Subtotal	\$69,118
<b>PL</b>	\$238,702
Local match	\$59,676
Subtotal	\$298,378
<b>FHWA: GA Funds</b>	
<b>PL</b>	\$69,544
Local match	\$17,386
Subtotal	\$86,930
<b>FTA Funds</b>	
<b>Sec 5303</b>	\$123,000
TDOT match (10%)	\$15,375
Local match (10%)	\$1,922
Subtotal	\$140,297
<b>Sec 5307 funds</b>	\$0
TDOT match (10%)	\$0
Local match (10%)	\$0
Subtotal	\$0
<b>Task Total</b>	<b>\$594,722</b>

### **III. APPENDIX A: TRANSPORTATION STUDIES**

The TPO coordinates with TDOT, GDOT and other local and regional partners on transportation planning studies. The following are current, ongoing or future studies in the TPO's planning area:

#### **Downtown Chattanooga Parking Study**

The nonprofit redevelopment group River City Company is undertaking a \$250,000 parking study by consultant Nelson/Nygaard Consulting Associates that will look at how downtown parking in the City of Chattanooga is changing and identify actions to support central city growth, the Southside and the M.L. King corridor. Funding partners in the study include CARTA, the City of Chattanooga, Siskin Hospital for Physical Rehabilitation, River City, and the Benwood and Lyndhurst foundations.

#### **GDOT Atlanta to Chattanooga High Speed Ground Transportation (HSGT) Project**

The purpose of the HSGT project is to enhance intercity passenger in northwest Georgia and part of Tennessee, by expanding passenger transportation capacity, increasing mobility, and providing an alternative to highway and air travel that is safe, reliable, and cost-effective while avoiding, minimizing and/or mitigating impacts on neighborhoods and the environment. Continued NEPA planning to specify the detailed environmental impacts of the potential service is identified in the state's Rail Plan with a cost of \$17.1M in Federal, state, local sources.

#### **Chattanooga Metropolitan Airport Authority Airport Master Plan**

The Chattanooga Metropolitan Airport Authority started development of an Airport Master Plan Update for the Chattanooga Metropolitan Airport (CHA) in summer 2017. CHA is a certificated Part 139 commercial service airport located in the City of Chattanooga, TN and is classified as a Small Hub Airport. Chattanooga Airport is located within two hours of the cities of Atlanta, GA, Birmingham, AL, Huntsville, AL, Knoxville, TN, and Nashville, TN. The airport consists of approximately 1, 1 00 acres. The \$1.1 million new master plan update will be 90% funded by a Federal Aviation Administration Airport Improvement Program Grant.

#### **City of Chattanooga's Rail Transit Implementation Plan**

This study will evaluate the feasibility of using existing and proposed rail facilities for passenger rail service and create an implementation strategy for passenger rail service within the city and connecting to other cities. The total project cost is \$700,000 (\$400,000 Federal, \$300,000 Local).

#### **IV. APPENDIX B: ACRONYMS GLOSSARY**

ADA	Americans with Disabilities Act of 1990
CARTA	Chattanooga Area Regional Transportation Authority
CDR	Conformity Determination Report
CHCNGA	Chattanooga-Hamilton County/North Georgia
CHCRPA	Chattanooga-Hamilton County Regional Planning Agency
CMAQ	Congestion Mitigation and Air Quality
CMP	Congestion Management Process
COOP	Continuity of Operations Plan
EPA	Environmental Protection Agency
FAST Act	Fixing America's Surface Transportation Act
FHWA	Federal Highway Administration
FTA	Federal Transit Administration
FY	Fiscal Year
GAC	Georgia Advisory Committee
GDOT	Georgia Department of Transportation
GHG	Greenhouse Gases
GIS	Geographical Information Systems
IAC	Interagency Consultation Committee
IMTF	Incident Management Task Force
ITS	Intelligent Transportation System
MAP-21	Moving Ahead for Progress in the 21 <sup>st</sup> Century Act
MOU	Memorandum of Understanding
MPO	Metropolitan Planning Organization
O&D	Origin and Destination
PEAs	USDOT Planning Emphasis Areas
PM2.5	Fine Particulate Matter (2.5 microns) ppm parts per million
PP	Participation Plan
RFQ	Request for Qualifications
RFP	Request for Proposals
RPA	Regional Planning Agency
RPO	Rural Planning Organization
RTP	Regional Transportation Plan
SETHRA	Southeast Tennessee Human Resources Agency
SHSP	Strategic Highway Safety Plan
SIP	State Implementation Plan
SPR	Statewide Planning and Research funds
TCC	Technical Coordinating Committee
TDEC	Tennessee Department of Environment and Conservation
TDM	Travel Demand Model
TDOT	Tennessee Department of Transportation
TIGER	Transportation Investment Generating Economic Recovery
TIP	Transportation Improvement Program
TNMUG	TN Model Users Group
TPO	Transportation Planning Organization
TRIMS	Tennessee Roadway Information Management System
UPWP	Unified Planning Work Program
VMT	Vehicle Miles Traveled

**V. APPENDIX C: FINANCIAL SUMMARY WITH CARRYOVER FUNDS**

	Funding Source*			
	TN SPR	TN FHWA PL	GA FHWA PL	FTA Sec 5303
Carryover	\$0	\$250,000	\$0	\$200,000
FY 18 Allocation	\$92,704	\$399,702	\$152,144	\$125,000
FY 19 Allocation	\$92,704	\$399,702	\$152,144	\$125,000
Total	\$185,408	\$1,049,404	\$304,288	\$450,000

\*Federal funding only shown. All numbers are estimates.

**VI. APPENDIX D: FY 2018/2019 FINANCIAL TABLES**

FY 2018 Funding by Source								
	Task 1 Administration	Task 2 Data and Analysis	Task 3 Public Participation	Task 4 Multimodal Planning	Task 5 Public Transit	Task 6 System Performance	Task 7 Regional Long- range Planning	Total
<b>FHWA: TN Funds</b>								
SPR	\$20,398	\$17,012	\$0	\$0	\$0	\$0	\$55,294	\$92,704
TDOT match	\$5,100	\$4,253	\$0	\$0	\$0	\$0	\$13,824	\$23,176
Subtotal	\$25,498	\$21,265	\$0	\$0	\$0	\$0	\$69,118	\$115,880
PL	\$75,000	\$100,000	\$10,000	\$26,000	\$0	\$75,000	\$238,702	\$524,702
Local match	\$18,750	\$25,000	\$2,500	\$6,500	\$0	\$18,750	\$59,676	\$131,176
Subtotal	\$93,750	\$125,000	\$12,500	\$32,500	\$0	\$93,750	\$298,378	\$655,878
<b>FHWA: GA Funds</b>								
PL	\$28,000	\$28,000	\$1,600	\$10,000	\$0	\$15,000	\$69,544	\$152,144
Local match	\$7,000	\$7,000	\$400	\$2,500	\$0	\$3,750	\$17,386	\$38,036
Subtotal	\$35,000	\$35,000	\$2,000	\$12,500	\$0	\$18,750	\$86,930	\$190,180
<b>FTA Funds</b>								
<b>Sec 5303</b>	\$15,000	\$30,000	\$1,000	\$6,000	\$15,000	\$10,000	\$173,000	\$250,000
TDOT match (10%)	\$1,875	\$3,750	\$125	\$750	\$1,875	\$1,250	\$21,625	\$31,250
Local match (10%)	\$234	\$469	\$16	\$94	\$234	\$156	\$2,703	\$3,906
Subtotal	\$17,109	\$34,219	\$1,141	\$6,844	\$17,109	\$11,406	\$197,328	\$285,156
<b>Sec 5307 funds</b>	\$0	\$0	\$0	\$0	\$80,000	\$0	\$0	\$80,000
TDOT match (10%)	\$0	\$0	\$0	\$0	\$10,000	\$0	\$0	\$10,000
Local match (10%)	\$0	\$0	\$0	\$0	\$10,000	\$0	\$0	\$10,000
Subtotal	\$0	\$0	\$0	\$0	\$100,000	\$0	\$0	\$100,000
<b>Task Total</b>	<b>\$171,357</b>	<b>\$215,484</b>	<b>\$15,641</b>	<b>\$51,844</b>	<b>\$117,109</b>	<b>\$123,906</b>	<b>\$651,753</b>	<b>\$1,347,094</b>

FY 2019 Funding by Source								
	Task 1 Administration	Task 2 Data and Analysis	Task 3 Public Participation	Task 4 Multimodal Planning	Task 5 Public Transit	Task 6 System Performance	Task 7 Regional Long- range Planning	Total
<b>FHWA: TN Funds</b>								
SPR	\$20,398	\$17,012	\$0	\$0	\$0	\$0	\$55,294	\$92,704
TDOT match	\$5,100	\$4,253	\$0	\$0	\$0	\$0	\$13,824	\$23,176
Subtotal	\$25,498	\$21,265	\$0	\$0	\$0	\$0	\$69,118	\$115,880
PL	\$75,000	\$100,000	\$10,000	\$26,000	\$0	\$75,000	\$238,702	\$524,702
Local match	\$18,750	\$25,000	\$2,500	\$6,500	\$0	\$18,750	\$59,676	\$131,176
Subtotal	\$93,750	\$125,000	\$12,500	\$32,500	\$0	\$93,750	\$298,378	\$655,878
<b>FHWA: GA Funds</b>								
PL	\$28,000	\$28,000	\$1,600	\$10,000	\$0	\$15,000	\$69,544	\$152,144
Local match	\$7,000	\$7,000	\$400	\$2,500	\$0	\$3,750	\$17,386	\$38,036
Subtotal	\$35,000	\$35,000	\$2,000	\$12,500	\$0	\$18,750	\$86,930	\$190,180
<b>FTA Funds</b>								
<b>Sec 5303</b>	\$15,000	\$30,000	\$1,000	\$6,000	\$15,000	\$10,000	\$123,000	\$200,000
TDOT match (10%)	\$1,875	\$3,750	\$125	\$750	\$1,875	\$1,250	\$15,375	\$25,000
Local match (10%)	\$234	\$469	\$16	\$94	\$234	\$156	\$1,922	\$3,125
Subtotal	\$17,109	\$34,219	\$1,141	\$6,844	\$17,109	\$11,406	\$140,297	\$228,125
<b>Sec 5307 funds</b>	\$0	\$0	\$0	\$0	\$80,000	\$0	\$0	\$80,000
TDOT match (10%)	\$0	\$0	\$0	\$0	\$10,000	\$0	\$0	\$10,000
Local match (10%)	\$0	\$0	\$0	\$0	\$10,000	\$0	\$0	\$10,000
Subtotal	\$0	\$0	\$0	\$0	\$100,000	\$0	\$0	\$100,000
<b>Task Total</b>	<b>\$171,357</b>	<b>\$215,484</b>	<b>\$15,641</b>	<b>\$51,844</b>	<b>\$117,109</b>	<b>\$123,906</b>	<b>\$594,722</b>	<b>\$1,290,063</b>