

Western Connecticut COUNCIL OF GOVERNMENTS



May 29, 2015

Ms. Roxane Fromson, Supervising Transportation Planner
CTDOT
2800 Berlin Turnpike
Newington, CT 06131-7546

**Re: South Western Region MPO Unified Planning Work Program
FY2016 and FY2017 (Revised)**

Dear Roxane:

Enclosed you will find three paper copies of the ***South Western Region MPO Unified Planning Work Program FY2016 and FY2017 (UPWP)***. The companion checklist to the South Western Region MPO UPWP (April) is also attached, along with the responses to your May 14, 2015 comments, and where to find the UPWP revision.

Digital copies have been emailed to you and the other copied recipients.

As always, please feel free to contact me if I may be of assistance.

Thank you.

Sincerely,

[signature on file]

Sue Prosi

Senior Regional Transportation Coordinator

Enclosures with UPWP

Copy: Eloise Powell – attention Ken Shooshan-Stoller, FHWA
Noah Berger – attention Nicolas Garcia, FTA
Francis Pickering – WestCOG
Dave Hannon – WestCOG
Jon Chew – WestCOG
Patty Payne – WestCOG

South Western Region MPO Unified Planning Work Program

FY2016 (7/1/15 – 6/30/16)

FY2017 (7/1/16 – 6/30/17)



**South Western Region Metropolitan Planning Organization
Western CT Council of Governments
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**In cooperation with:
CT Department of Transportation
US Department of Transportation – Federal Highway Administration
US Department of Transportation – Federal Transit Administration**

May 2015

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Chapter 1

Background

TRANSPORTATION PLANNING IN THE SOUTHWESTERN REGION, CT

INTRODUCTION

The South Western Region Metropolitan Planning Organization (SWRMPO)

The policy board for decision-making regarding transportation issues is the South Western Metropolitan Planning Organization (SWRMPO).¹ The SWRMPO is comprised of the representatives for the South Western Region transit districts and the Chief Elected Officials of the eight municipalities that comprise the South Western Region. The municipalities are: Darien, Greenwich, New Canaan, Norwalk, Stamford, Weston, Westport, and Wilton. The South Western Transportation Technical Advisory Group (TTAG) provides technical support to the SWRMPO. The TTAG is composed of WestCOG staff and representatives from transit districts, municipalities and CTDOT, FHWA and FTA.

Western CT Council of Governments is the Host Agency

FY2015 is a major transition year for regions in Connecticut. Changes in regional structure were mandated by CT Public Act 13-247. The act dissolved regional planning agencies including the South Western Regional Planning Agency (SWRPA) and regional councils of elected officials including the Housatonic Valley Council of Elected Officials (HVCEO) and precipitated restructuring into Councils of Governments (COGs) no later than January 1, 2015. As a result of the mandate, the HVCEO, SWRPA and the SWRMPO agreed to merge and received CT Office of Policy management approval and recognition of the new COG the Western Connecticut Council of Governments, now referred to as WestCOG. The two existing regional planning organizations were sunset and WestCOG officially became operational on January 1, 2015.

The change in regional governmental structure necessitated a concomitant change in the hosting of the metropolitan transportation planning program for the SWRMPO and the Housatonic Valley MPO (HVMPO). Effective January 1, 2015, WestCOG became host to the two transportation planning programs. WestCOG staff provide transportation planning and

¹ In a letter dated June 26, 1981, to the FHWA and UMTA (now FTA), Governor O'Neill revoked Connecticut's participation in the Tri-State Regional Planning Commission as the MPO, and designated six new MPOs effective July 1, 1981. The SWRMPO for the South Western Region is comprised of the Chief Elected Officials of the South Western Region and the Directors of the South Western Region Transit Districts. The Chairman of SWRPA serves in an advisory capacity and is a nonvoting member. The Memorandum of Understanding for formation of a MPO was reaffirmed in 1996. As a result of the 2000 Census, the South Western Region was incorporated into the expanded Bridgeport-Stamford Urbanized Area pursuant to the May 1, 2002 Federal Register Notice of Qualifying Urban Areas for Census 2000. On July 8, 2002, the South Western Region MPO was designated a transportation management area (TMA) pursuant to July 8, 2002 Federal Register Notice of Designation of Transportation Management Areas. Through the coordinated effort and cooperation of the five MPOs, six regional planning organizations (RPOs), transit agencies, CTDOT, Federal Highway Administration (FHWA), and Federal Transit Administration (FTA), a new Memorandum of Understanding was developed and signed in December 2002. In October 2002, April 2003 and March 2006 the MPO revised the *South Western Region MPO Operating Procedures* to enable adjacent MPOs to have reciprocal non-voting membership in the MPO and the Transportation Technical Advisory Group (TTAG). In FY2006 the MPO approved streamlined procedures for TIP administrative adjustments and began a comprehensive update of the operating procedures.

administrative support services to the SWRMPO consistent with the approved Unified Planning Work Program.

Transportation Planning in the South Western Region

The SWRMPO is committed to developing an efficient, multi-modal transportation system, which will increase the mobility of people and goods within the Region.² The strategy for achieving this is through the development of transportation plans, programs and projects, including: the Unified Planning Work Program (UPWP); the Regional Long Range Transportation Plan (LRTP), and the Transportation Improvement Program (TIP).

All SWRMPO projects and initiatives are accomplished in cooperation with the Western CT Council of Governments (WestCOG), the Connecticut Department of Transportation (CTDOT), the Federal Highway Administration (FHWA), and the Federal Transit Administration (FTA). Connecticut Department of Environmental Protection (CTDEEP) participation is encouraged.

UNIFIED PLANNING WORK PROGRAM

The SWRMPO's Unified Planning Work Program (UPWP) is the transportation planning work plan for the Region. It summarizes the numerous programs, projects, and products that the Region expects to conduct and accomplish over the next year (FY2015). It also documents the proposed expenditure of federal, state and local transportation planning funds during this period.

The UPWP is required by the federal government under *23 CFR 450.308*. ***The South Western Region MPO FY2016 & FY2017 Unified Planning Work Program (UPWP)*** fulfills this requirement for Connecticut's South Western Region and the SWRMPO.

The South Western Region MPO FY2016 & FY2017 Unified Planning Work Program follows CTDOT guidance issued in March – April 2015.

The UPWP:

- Describes transportation planning in the South Western Region (Chapter 1)
- Details the UPWP task components, deliverables, schedules, staffing and budgets (Chapter 2 Tasks 1-4)
- Identifies technical studies performed by WestCOG staff to the South Western Region MPO and others (Chapter 3 – Other Transportation Planning Studies)
- Provides budget and financial information and job descriptions (Chapter 4)
- Includes supporting documentation - resolutions, policies, maps, employee duties & job descriptions (Chapter 5)

² The basis for metropolitan transportation planning stems from the federal requirements established in *23 U.S.C. 134 and 49 U.S.C. 5303* which sets forth the national policy that the MPO designated for each urbanized area is to carry out a “continuing, cooperative, and comprehensive” (3C) multimodal transportation planning process, including the development of a metropolitan transportation plan and a transportation improvement program (TIP), that encourages and promotes the safe and efficient development, management, and operation of surface transportation systems to serve the mobility needs of people and freight (including accessible pedestrian walkways and bicycle transportation facilities) and foster economic growth and development, while minimizing transportation-related fuel consumption and air pollution. These policies encourage continued development and improvement of metropolitan transportation planning processes guided by the planning factors identified in *23 U.S.C. 134(h) and 49 U.S.C. 5303(h)*. The framework for planning and research program administration and funding is set forth in *23CFR420 and 23CFR Part 450 Section 308*.

The UPWP has four tasks:

Task 1: Data Collection and Analysis

Task 2: Planning Activities (*Consultant services supporting planning activities are identified*)

Task 3: Public Participation

Task 4: Management of the Planning Process

Work Program Components

CTDOT's guidance for the UPWP identifies the core requirements which use the majority of available funding and relate to TIP, the long range transportation plan, the UPWP, the congestion management process, congestion/value pricing, human service transportation planning (LOCHSTP), safety planning, freight planning, and operations planning. WestCOG will continue transit, multimodal, non-motorized transportation and transportation demand management planning to support and enhance mobility, choice and connectivity. The transportation planning program will address MAP-21 requirements, eight planning factors, and planning emphasis areas. WestCOG staff to the SWRMPO will collaborate with CTDOT and others the requirements for performance measures.

Data collection and analysis, air quality and environmental planning will continue using best practices, new data sources and technology. The region's freight planning will continue and WestCOG staff to the SWRMPO will participate in the upcoming state freight working group. The region's commitment to extensive and innovative public involvement and outreach for projects, programs and plans along with urbanized area, inter-regional and inter-state planning will continue.

On CTDOT and USDOT's behalf, WestCOG staff to the SWRMPO coordinates various federal funding programs (STP-Urban, Transportation Alternatives Program, CMAQ, Local Road Accident Reduction Program, FTA 5310, and serves as a clearinghouse for information on services and programs, such as the CTDOT Safe Routes to Schools program and UConn's Safety Circuit Rider service. WestCOG staff to the SWRMPO also coordinates other funding or discretionary grant programs as they become available, such as TIGER. The region also coordinates state funding programs including: Municipal Grant Program and the CTDOT LOTCIP Administrative Services Program (See Task 3.3.1)

In addition, the work program provides administrative and management support to the SWRMPO and TTAG, and various other committees, Title VI, environmental justice, affirmative action, limited English proficiency, and contract compliance activities.

The next section of the document identifies overarching transportation planning goals, the work program's emphasis areas and how the UPWP tasks address the issues.

PLANNING GOALS

Current federal legislation (MAP-21) identifies eight (8) planning factors that are to be addressed in metropolitan transportation planning. The UPWP for the South Western Region incorporates the factors into all facets of the region's transportation planning program. The *South Western Region Consideration of Eight Planning Factors (April 2014)* provides more information. The document is provided in Chapter 5 and is posted at:

[http://www.swrpa.org/Uploads/Attachment%209%20-%20Eight%20Planning%20Factors%20\(2010\).pdf](http://www.swrpa.org/Uploads/Attachment%209%20-%20Eight%20Planning%20Factors%20(2010).pdf)

The eight factors are:

1. **ECONOMIC VITALITY** - support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency
2. **SAFETY** - increase the safety of the transportation system for motorized and non-motorized users
3. **SECURITY** - increase the security of the transportation system for motorized and non-motorized users
4. **MOBILITY** - increase the accessibility and mobility of people and for freight
5. **ENVIRONMENT & PLANNING** - 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
6. **SYSTEM INTEGRATION** - enhance the integration and connectivity of the transportation system, across and between modes, for people and freight
7. **SYSTEM MANAGEMENT** - promote efficient system management and operation, and
8. **SYSTEM PRESERVATION** - emphasize the preservation of the existing transportation system.

The South Western Region UPWP has incorporated USDOT Planning Emphasis Areas (PEAs) identified in a letter dated May 23, 2014. The PEAs are:

MAP-21 Implementation

- *Transition to Performance Based Planning and Programming.* The development and implementation of a performance management approach to transportation planning and programming that supports the achievement of transportation system performance outcomes.

Models of Regional Planning Cooperation

- *Promote cooperation and coordination across MPO boundaries and across State boundaries where appropriate to ensure a regional approach to transportation planning.* This is particularly important where more than one MPO or State serves an urbanized area or adjacent urbanized areas. This cooperation could occur through the metropolitan planning agreements that identify how the planning process and planning products will be coordinated, through the development of joint planning products, and/or by other locally determined means. Coordination across MPO and across State boundaries includes the coordination of transportation plans and programs, corridor studies, and projects across adjacent MPO and State boundaries. It also includes collaboration among State DOT(s), MPOs, and operators of public transportation on activities such as: data collection, data storage and analysis, analytical tools, and performance based planning.

Ladders of Opportunity

- *Access to essential services - as part of the transportation planning process, identify transportation connectivity gaps in access to essential services. Essential services include housing, employment, health care, schools/education, and recreation. This emphasis area could include MPO and State identification of performance measures and analytical methods to measure the transportation system's connectivity to essential services and the use of this information to identify gaps in transportation system connectivity that preclude access of the public, including traditionally underserved populations, to essential services. It could also involve the identification of solutions to address those gaps.*

FY2016 and FY2017 UPWP EMPHASIS AREAS

Emphasis Areas – FY2016

The UPWP FY2016 focus will be on MAP-21 compliance and CTDOT-directed activities. Performance measures, safety planning, freight planning and update of the regional long range transportation plan (LRTP) and the Locally Coordinated Transportation Plan (LOCHSTP) for the Bridgeport-Stamford Urbanized Area are the currently identified priorities. In addition, SWRMPO staff will support planning studies, monitor existing studies, expand congestion management process components and performance measures with technology (HERE). The UPWP will develop and evaluate ladders of opportunity data and gaps to identify connectivity needs. GIS analytical and mapping capabilities will enhance transportation planning. With respect to safety planning, activities will be expanded and will include participation in development of the State Strategic Highway Safety Plan and other safety initiatives. The *South Western Region Long Range Transportation Plan 2015-2140* will be updated to as directed by CTDOT, and the *Bridgeport Stamford Urbanized Area Locally Coordinated Transportation Plan (2009)* will be amended to integrate MAP-21 changes and regional status. Coordination within the region, with other regions within the urbanized area, abutting regions and the NY metro area will continue and be expanded as opportunities arise or are mandated.

Continuing areas of emphasis for the SWRMPO include livability, ladders of opportunity; sustainable transportation and land use; transit oriented development (TOD), bus rapid transit and enhanced bus service (BRT), seamless transportation, and congestion management and congestion/value pricing as well as environmental planning for climate change, resilience and adaptation of transportation systems.

WestCOG staff will coordinate SWRMPO funding opportunities including but not limited to: STP Urban, LOTCIP, Local Road Accident Reduction Program, CMAQ, TAP, Municipal Grant Program, FTA 5310, and discretionary grant programs such as TIGER. Regional LOTCIP administrative responsibilities will be in full gear, with South Western Region pre-qualified consultants available for regional administrative responsibilities; municipal engineering services; and, municipal construction services.

WestCOG will administer two additional planning studies requested by Stamford and Darien and approved by CTDOT: Stamford Bicycle and Pedestrian Master Plan and Darien Noroton Heights Access and TOD Study. The Stamford Bus-Shuttle-STC Study will continue, and the Westport Rail Stations Study Phase 2 scope and fee will be developed and executed. The Route 7 Assessment and Implementation Plan Phase 2/3 will be scoped and initiated if CTDOT decides the project should continue.

Staff will also participate in studies and activities of others, such as the CTDOT I-95 Value Pricing Pilot Project, the Merritt Parkway Multiuse Trail Study, and the CTDOT Freight Working Group.

Emphasis Areas – FY2017

The UPWP FY2017 will continue to focus on MAP-21 compliance and CTDOT-directed activities. WestCOG staff to the SWRMPO will continue to develop and update plans, complete and monitor studies, develop and report performance measures. CMP, safety, freight, capacity building of staff and stakeholders, enhanced GIS data, analysis and mapping will strengthen transportation planning activities. Coordination and collaboration within the region, urbanized area, NY metro-area, and other regions and states will continue and be refined. As directed by CTDOT the *South Western Region Long Range Transportation Plan 2015-2040* will be updated if not completed in FY2016, and the Bridgeport Stamford Urbanized Area Locally Coordinated Transportation Plan (2009) will be reviewed and revised to integrate MAP-21 changes and regional status if not completed in FY2016.

Continuing emphasis will be placed on effective coordination and management of planning studies, coordination of SWRMPO funding opportunities, and meaningful participation in studies and activities of others.

IMPORTANT TRANSPORTATION ISSUES

The key transportation issues facing the region today relate to *mobility, financing, the transportation planning and decision-making process, transportation infrastructure, safety and security and responsible growth*. It is important to develop an integrated intermodal transportation system that facilitates the movement of people and goods with sustainable funding mechanisms and within a transportation planning process that supports public involvement and informed decision-making through sound technical analyses and addresses environmental justice and environmental quality, and does not degrade the environment. Solutions to the region's transportation issues require balancing numerous transportation modes with an array of near-term, mid-term and long-term actions, within available funding and in accordance with regulations and guidance.

The South Western Region's responses to the issues of mobility, financing, transportation planning and decision-making, transportation infrastructure, and safety and security, are described in the following section. The Unified Planning Work Program (UPWP) tasks that address the issues are identified in the following section.

1. Mobility and Accessibility

The goal is to maintain and improve the options available for the movement of people and freight. The objectives are to provide transportation for the traditionally transit-dependent, to enhance the integration and connectivity of transportation systems and modes, and to develop viable commute choices, to reduce congestion and to maintain and improve the region's quality of life.

Work Program Highlights

- Planning and coordination of CMP activities will continue as an emphasis in the work program. Activities and will continue to build upon the *CMS: Vision 2020 Plan* and

- the monitoring that leads to an annual *South Western Region Congestion Management Program Technical Memoranda*. Transit and highway CMP networks will be identified, congestion defined and evaluated, mitigation strategies and projects developed and included in the long range transportation plan and TIP if funding is secured. WestCOG will continue to use INRIX to monitor and analyze traffic and congestion on I-95 and other arterials as the data becomes available to the region. Additional monitoring is undertaken for special projects or needs. Regional staff will continue to participate in CTDOT studies that address congestion, such as the I-95 Congestion Relief Project (Value Pricing Pilot Project), as well as corridor, rail line and location studies. Traffic incident management planning and support will continue. In the future, transit monitoring will be developed. Coordination with others in the TMA, CTDOT, FHWA, and the metro New York area will continue. (Task 2.4)
- The *South Western Region MPO Intelligent Transportation Systems Program (ITS)* will continue to identify the Region's ITS framework, and support programs that will enhance mobility and accessibility programs. (Task 2.11)
 - The *Locally Coordinated Human Service Transportation Plan (LOCHSTP) 2009* is reviewed annually for gaps, needs and projects in cooperation with CTDOT, transit operators, and other stakeholders and partners in the South Western Region, the state, and Bridgeport/Stamford Urbanized Area. The LOCHSTP addresses transportation needs for Seniors & Persons with Disabilities (FTA Section 5310), and lower-income individuals through the Jobs Access/Reverse Commute Program (an eligible component of FTA 5307 under MAP-21), with components integrated into the regional long range transportation plan. Projects for funding are selected, and successful candidate projects are included on the South Western Region TIP. This initiative continues WestCOG's work with diverse stakeholders, service providers and community groups to develop programs that enhance transit options, information and services for transit dependent populations. WestCOG also participates in the mobility manager program started with funding from the former FTA 5317 program in FY2011, which was awarded to the Kennedy Center. (Task 2.5)
 - Other mobility-enhancing activities relate to Bridgeport-Stamford Urbanized Area coordination of FTA 5307 (including Jobs Access/Reverse Commute), 5307 Enhancement, and FTA 5310. These programs, along with the CT Municipal Grant Program (Dial-A-Ride) program will provide both funding opportunities and constraints that will be folded into plans and programs in cooperation with stakeholders. (Task 2.5)
 - Development of rail program needs and priorities continues to be a transportation planning emphasis for the region and targets evaluation of facility needs and priorities, as well as service needs, such as rail infrastructure and service, and commuter connections. WestCOG's rail parking efforts will continue: rail parking peer to peer meetings will be coordinated, and a bi-annual rail parking report issued. Rail Parking Peer to Peer meetings are held and technical assistance is provided to parking managers. The 2009 bicycle parking at rail stations report will be updated. WestCOG will participate in the Danbury Branch Electrification Study Environmental Assessment (EA) until complete, and the CT Commuter Rail Council. (Task 2.5)
 - WestCOG will manage the Westport Rail Stations Study Phase 2, the Stamford Bus and Shuttle Study, the Stamford Bicycle and Pedestrian Master Plan and the Darien Noroton Heights and TOD Study. (Chapter 3 – Other Transportation Studies)
 - Corridor studies managed by WestCOG and others address congestion, circulation, safety and access management. The studies conducted by South Western Region in

- recent years include: Darien Route 1; Greenwich-Stamford Route 1; Route 7 Transportation and Land Use; and Coastal Corridor Bus Study, Stamford East Main Transit Node Study, and the Westport Bus Study. The City of Norwalk Transportation Management Plan developed a comprehensive multimodal invest plan for Norwalk in 2012. The Stamford High Ridge-Long Ridge Corridor Study and the Stamford Springdale – Glenbrook TOD Study were completed in FY2015.
- WestCOG will participate in corridor and other studies managed by others that will improve accessibility and mobility. The CTDOT Danbury Branchline EA is expected to wrap up in FY2016.
 - The region's bicycle and pedestrian plan was updated in FY2014. This plan focused on safety, complete streets and development of municipal and regional multiuse trails will continue. WestCOG will also continue to support regional, state initiatives and studies, bicycle and pedestrian education, and implementation of projects. (Task 2.7)
 - Developing, evaluating, refining and implementing viable Transportation Demand Management programs are also priorities. Coordination continues with CTDOT and CTRides, as well as FHWA, FTA, NYMTC, transit operators, rail parking managers and others to develop cost effective programs. (Tasks 2.5 and 2.7). The Stamford Bus and Shuttle Study (Chapter 3 – Other Transportation Studies) addresses public and private shuttles in Stamford, and will look at TMAs, and multimodal transportation, access and connectivity the Stamford Transportation Center. (Task 2.7)
 - WestCOG coordinates or participates in committees that address mobility and accessibility including: the Transportation Technical Advisory Group (TTAG), the Metropolitan Planning Organization (SWRMPO), and various working groups that include STP-Urban, LOTCIP, CMAQ, TAP, People to Jobs, WestCOG rail parking peer to peer, the South Western Region GIS committee, and other special meetings with stakeholders on topics of interest or capacity. (Task 3.7 and other tasks.)
 - Through participation in town, regional and state initiatives, studies and working groups, WestCOG helps to define technical and implementation challenges and opportunities, and to incorporate findings and recommendations into the long range transportation plan. The activities include: the CT Commuter Rail Council, the NYMTC Metro-Mobility Network, the NYMTC Freight Working Group, NYMTC regional investments and coordination committee, the NYMTC ITS & CMP Working Group, as well as the New York (NYMTC), New Jersey (NJTPA) and CT transportation planning collaborative called “MAP” which stands for Metropolitan Area Planning. WestCOG is a member of the CTDOT Merritt Parkway Advisory Committee, and other CTDOT committees when they are formed. Starting in FY2015, began multi-year participation in the CTDOT Strategic Highway Safety Plan Steering Committee and Peer Review Committee. (Task 2.18)
 - WestCOG is often a member of advisory committees for studies by others in the region, such as the Stamford High Ridge and Long Ridge Road Study, the CT OPM TOD grants to Norwalk and Stamford, corridor studies, and other special efforts that result in projects and programs to enhance mobility and accessibility. Participation in the Danbury Branch EA will continue until completed. CTDOT is expected to form an advisory committee for the Route 7 & 15 Interchange which will include WestCOG participation. (Task 2.18)
 - Staff provides technical assistance to towns, transit operators, officials and organizations about traffic, transit, transportation demand management, elderly and disabled transportation, census/journey to work, as well as funding programs, opportunities and grantsmanship. (Task 2.18)

2. Financing

The goal is to provide resources to maintain existing transportation systems and services in a state of good repair and to support improvements and services that meet the needs of systems operators and users. The objectives are to ensure a stable flow of funding for transportation operations and capital improvements, to maximize the funding available for the regional transportation through traditional, new and flexible funding sources or techniques, to increase revenue and reduce the costs of the transportation system by increasing operational efficiency, productivity, management and successful marketing, to provide viable transportation choices for moving people and goods that promote a high quality of life, and to support environmental quality.

Work Program Highlights

- Each of WestCOG's studies and planning activities considers and develops a *financial element*, and is consistent with the UPWP goal and objectives regarding financing and fiscal constraint.
- The *Transportation Improvement Program (TIP) and Long Range Transportation Plan (LRTP)* includes financial elements. (Task 2.1 & 2.2)
- The *Locally Coordinated Human Service Transportation Plan (LOCHSTP)* includes a financial element. FTA 5310 provisions of MAP-21 necessitate an administrative update of the plan to assure consistency with federal regulations, and work with the LOCHSTP stakeholders about gaps and priorities and changes in eligible projects and programs. (Task 2.5)
- Monitoring and coordination of the *Surface Transportation Program – Urban (STP), CMAQ, STP Urban, TAP, LOTCIP and other programs* entail financial planning to ensure that programming uses available funding and respects fiscal constraints. (Task 2.3)
- *As a transportation management area (TMA)*, the SWRMPO and staff coordinate with other MPOs and regional planning organizations (COGs), and transit agencies in the Bridgeport-Stamford Urbanized Area and beyond to assure that TIPs, UPWPs and long range plans are consistent and financially constrained. New Programming of the STP funding allocated to the Bridgeport-Stamford Urbanized area, as well as FTA 5310 are collaboratively addressed with CTDOT. WestCOG coordinates a number of FHWA funding programs for CTDOT as well, including: STP-Urban; CMAQ; Transportation Enhancement; various discretionary programs as they arise (TCSP, Livability, TIGER); and, the state's Local Road Accident Reduction. (Task 2.3)
- Many of the committees that WestCOG staff support address financing and priority setting: the TTAG, the SWRMPO, the STP & LOTCIP Working Group (which also handles TAP and CMAQ), the DEMHS Region 1 Emergency Planning Team, and DEMHS Region 1 ESF1 Transportation.
- Through participation in town, regional and state initiatives, studies and working groups, WestCOG helps to relate and integrate financing considerations and requirements of the South Western Region into the special and ongoing efforts. Staff provides technical assistance to towns, transit operators, officials and organizations about traffic, transit, transportation demand management, transportation for the elderly and persons with functional needs, as well as funding programs, opportunities and grantsmanship. (Task 2.18)

3. Transportation Planning and Decision-Making

The goal is to promote informed decision-making that fulfills regulatory requirements and guidance and responds to the transportation needs of the region, metropolitan area, and state. The objectives are to provide technical support for the decision-makers, to coordinate planning activities and collaboration, to provide proactive opportunities for public involvement, to use state-of-the-art analysis, information tools and technology (GIS, GPS, and internet, Census Transportation Planning Package) to assist in the transportation planning and decision-making process and in project and program planning.

Work Program Highlights

- The South Western Region MPO and staff support the *Management of the Planning Process* which has the overarching goal of promoting informed decision-making and administration for the SWRMPO, TTAG and other committees. (Task 4)
- Each of the South Western Region MPO studies and activities provides for *technical and policy review* and contains a significant public involvement program which is oriented to involvement of customers and stakeholders through extensive outreach. A *public involvement plan along with responsiveness summary* is developed for each project. Project websites are created and provide user-friendly and up-to-date information on projects, including: project scope, location, upcoming events, how to get involved, how to comment, the project library of deliverables, and links to related resources. The studies have project websites (www.swrpa.org). These will be moved to a new Western CT COG website once it is set up. The TIP/STIP, UPWP, and the long range transportation plan are essential elements of transportation and decision-making. In FY2016 and FY2017 updates will be made to the *FFY2015-2018 TIP and Air Quality Conformity*; the successor to the *South Western Region Long Range Transportation Plan 2015-2040* will extend the timeframe to a date to be specified by CTDOT, and a new UPWP will be developed. Current documents will be maintained. (Tasks 2.2, 2.3, 3, 4.8)
- The *public involvement process* update will be developed and endorsed for the new WestCOG and the SWRMPO. (Task 3.1)
- *Multimodal planning* will be expanded by the Stamford Bus and Shuttle Study, the Stamford Bicycle and Pedestrian Master Plan, the Darien Noroton Heights Access and TOD Study and other specific studies (e.g. Norwalk Transit District). (Task 2.7 – multimodal and Chapter 3 – Other Transportation Studies)
- A *freight element* for the long range transportation plan will be updated as appropriate based on the freight planning working group and activities directed by CTDOT. Staff will continue to participate in various freight studies and working groups. (Task 2.8)
- The *transit element* of the long range transportation plan reviewed with minor updates in FY2015 will be part of the next USDOT-mandated update to reflect on-going rail and transit planning activities, special projects, and the *Locally Coordinated Human Services Transportation Plan (LOCHSTP)* and the planning collaborative. (Task 2.5)
- *Land Use and Transportation Coordination* – will integrate land use and transportation through coordination of planning efforts. If it is determined that the SWRPA and HVCEO plans of conservation and development should be updated and consolidated into a COG POCD transportation elements will be concurrently updated.. Ladders of opportunity will be explored in coordination with municipalities, state and federal entities. Livability and sustainability efforts (Sustainable Communities Initiative) undertaken in recent years serve as a base for new or supporting activities. (Task 2.13, 2.14)

- *Environmental Planning* will consider air quality, other natural and human resources, brownfields, climate change and coastal resilience in consultation with local, state and federal land use management, natural resources, historic and other agencies. Planning efforts will comply with NEPA and CEPA. (Task 2.12)
- *Environmental Justice* analysis and documentation will continue. Updates of the TIP/STIP and long range transportation plan will consider environmental justice. (Task 3.5)
- *Bicycle and Pedestrian Planning* will continue with WestCOG's ongoing involvement in projects, programs and activities (Task 2.7) as well as the Stamford Bicycle and Pedestrian Master Plan (Chapter 3).
- *Ferry and Waterborne Transportation* will engage in activities as they arise. (Task 2.7)
- *Freight Planning* activities initiated in past years will continue to: identify key elements of the region's freight transportation system; document freight transportation policies, plans and initiatives at federal, state, regional and local levels; identify key freight infrastructure, generators and consumers in the region; collect and analyze freight data (flows, commodities, modes), educate the public and policy-makers about freight, and involve freight users and providers. Participation in FHWA, AASHTO, NYMTC and other working groups will continue. (Task 2.8)
- *Transportation Demand Management* is an element of the long range transportation plan. Coordination with CTDOT, CTrides, transit operators, NYMTC and other stakeholders will assure development and monitoring of projects and programs. (Tasks 2.5 and 2.8)
- *Congestion Management Process (CMP)* – work will continue and respond to evolving federal guidance and best practices, including WestCOG's use of HERE for data collection and analysis. Use of Transcom's data fusion will be explored. CMP activities will continue to determine the CMP network, define congestion, identify congested links, and develop strategies to address congested links, implement strategies, and monitor the network. (Task 2.4)
- *ITS* will be considered in all planning activities and studies. The *South Western Region ITS Strategic Plan 2009* findings and recommendations will be considered as funding opportunities arise and as projects defined as ITS are proposed by towns and transit operators. The *2005 CTDOT Regional ITS Architecture* will be reviewed and updated as needed. Staff will continue to participate in the NYMTC ITS working group and other ITS activities, and support capacity building programs such as traffic signal operations, management, continuity and compliance (Task 2.11)
- *Planning for Operations – Operations and Management Strategies*) will be considered in all activities and incorporated into the long range transportation plan in accordance with all and any federal regulations and guidance. (Task 2.11)
- *Coordination and contract compliance* - Staff coordinates with the municipal, state, federal, regional agencies to promote effective regional transportation planning. The coordination takes many forms, including evaluation and contract or regulatory compliance (e.g. Title VI, Affirmative Action, DBE, Environmental Justice, Air Quality Conformity, consultant selection, etc.) and participation in both informal collaborative efforts (e.g. ongoing discussions with abutting regions, counties and states), and formal established committees and special studies enumerated in the mobility/accessibility and financial planning sections. The region's participation in the NY metro collaborative planning effort of NJTPA, NYMTC, GBVMPO and others will continue. Opportunities for urbanized area and coordination with other regions will be sought (Task 4.9)

- WestCOG will continue *program development, coordination, project selection and financial planning for the following programs*: STP Urban, CMAQ, FTA enhancement, TAP, local transportation capital improvement program (LOTICIP), FTA 5310, CT Municipal Grant Program (Dial-A-Ride) Local Roads Accident Reduction Program or successor, Safe Routes to Schools, and others. (Task 2.3)
- *Data collection and analysis* - Staff will continue to acquire, analyze, summarize, distribute and post Census, CTPP, ACS and other data on the WestCOG website for use by the public and private sectors, and to shape development of transportation plans, projects and programs. CMP, mobility, transit, commuter and rail parking, TDM data, and HPMS 536 data will be collected, analyzed and used to assess performance, and develop and refine programs. *GIS* systems will be maintained and expanded and provide support to transportation planning activities and to others. The region's GIS Users group will be coordinated by WestCOG. And, performance measures and targets for the region and plans will be developed in coordination with CTDOT and others as required by MAP-21 (Tasks 1 and 2.18)
- *Data and technical assistance services* - South Western Region staff provide information, technical assistance and referrals to appropriate resources such as federal, state, town or organization contacts. These services are offered to government entities, transit operators, officials, organizations and citizens on all aspects of the transportation planning and decision-making process. (Task 2.18)
- *Technical capacity building* – professional development along with information exchange will seek to increase skills and knowledge to enhance the transportation planning and decision-making process for stakeholders, including WestCOG staff, and planning, engineering, emergency response professionals, and elected officials. (Tasks 1.6 and 2.18)
- *Public involvement* – is integrated into all planning activities and follows best practices of the South Western Region MPO and others in compliance with federal and state regulations and guidance with the objective of achieving effective exchange of information between the planners, policy makers, the public, and other stakeholders. The South Western Region Public Participation Plan 2009 is the guide to activities. Development of the updated public involvement process for WestCOG will be initiated. An annual evaluation is performed, and quarterly and annual reports on public involvement are submitted. Public involvement plans are developed for major planning activities and all studies. (Task 3)
- *Limited English Proficiency (LEP)* is an integral component of the transportation planning work program. LEP reports are developed annually. (Task 3.6)
- *Visualization* presentations and graphics are developed and incorporated into all planning efforts to enhance stakeholder understanding of projects, programs and reports.
- The *South Western Region MPO, TTAG and transportation planning webpages* will continue to be maintained and updated. Web-based information promotes transparency and public access to South Western Region MPO transportation planning policies, programs and projects. The website includes notices of meetings and public information sessions and documents, minutes of meetings, information on the transportation planning process and how to become informed and involved, as well as projects, programs, and reports. Expanded GIS data will be continue to be posted in FY2016 and FY2017. (Task 3.3)

4. Infrastructure

The goal is to maintain all transportation systems, facilities, and equipment in a good state of repair. The objectives are to assure the good state of repair status for roadways, pavements, the transit infrastructure and equipment, and to upgrade the systems to utilize the latest technology and management systems (e.g. PMS, CMP, ITS, performance measures) and to support the asset management efforts of municipalities and the state.

Work Program Highlights

- WestCOG studies and planning activities examine infrastructure, equipment, institutional and procedural barrier and opportunities. In recent years these efforts included the *South Western Region Rail Station Parking Study* and the *South Western Region Bicycle Parking Study 2011 & 2013*, the *Bicycle and Pedestrian Plan (2014)*, corridor studies for Darien Route 1, Greenwich-Stamford Route 1, Route 7, and bicycle and pedestrian corridors of safety as well as the Stamford East Main Transit Node and Westport Rail Stations and Westport Bus Study. The region's studies delve into infrastructure deficiencies and develop recommendations for improvements, financing and phasing. The FY2016 and FY2017 studies are described in Chapter 3 – Other Transportation Studies. Project-level planning also develops infrastructure, operations and management recommendations.
- The Transportation Improvement Program (TIP) and the South Western Region Long Range Transportation Plan are the tools for identifying projects, priorities and programming funding for the infrastructure. The South Western Region Long Range Transportation Plan was updated in FY2015. (Tasks 2.1 and 2.2)
- Congestion mitigation efforts for corridors and areas, along with rail operations and infrastructure cross over with the mobility, financing and infrastructure objectives of the Unified Planning Work Program. Several UPWP tasks address the infrastructure, including FHWA, FTA and CTDOT funding program coordination, and regional coordination of the CTDOT/FHWA HPMS 536 program (Task 1.3). Technical assistance to towns on transportation and the CTDOT Local Bridge program and rail parking are offered. Commuter parking counts, and anticipated assistance to CTDOT and transit operators in data collection will complement the infrastructure goals. Recent reports identified infrastructure needs: Westport Bus Study, Bridges of the South Western Region, South Western Region Rail Parking Report (2013), South Western Region Evacuation Plan 2014 (Task 2.4, and Other Transportation Studies) as well as the 2015 LRTP (Task 2.1)
- *Planning for Operations – Operations and Management Strategies* will be considered in all activities and incorporated into the long range transportation plan in accordance with all and any federal regulations and guidance. Initial objectives are to develop a process and strategies for capital and operational improvement to preserve the existing highway and transit systems. (Task 2.11)
- WestCOG staff conduct annual commuter parking lot inspections and counts, and prepare and post findings. (Task 2.7)
- WestCOG serves as a clearinghouse for infrastructure information, including bridge and pavement sufficiency, rail parking, transit services, CMP, ITS, transit and ridesharing data as well as Census, CTPP and ACS data. Data collection and analysis is strengthened by WestCOG Stamford's GIS capabilities and the technical assistance and products provided to stakeholders. (Task 1)
- Safety and security is another aspect of the infrastructure which is supported through TIP project funding, work with federal, state and local officials. This is also described in the next section, "Safety and Security". (Tasks 2.9 and 2.10)

5. Safety and Security

The goal is to improve the safety and security of the roadway and mass transit systems and to minimize the risks to the traveling public and emergency responders. The objectives are to identify and address high hazard locations and deficiencies on roads and bridges, to improve the safety of transit stations, facilities, trains, buses, and all other modes including bicycling, walking and freight. The goals and objectives help to improve the region's quality of life for all users. Staff and a designated WestCOG chief elected official also participate in emergency planning for CT Department of Emergency Management and Homeland Security and addresses transportation facets of emergency planning. Beginning in FY2015 CTDOT launched a major update of the CTDOT Strategic Highway Safety Plan which will refresh emphasis areas and comply with MAP-21. This plan is developed by the state in consultation with the MPOs and integrated into state and regional long range transportation plans.

Work Program Highlights

- *Strategic Highway Safety Plan (SHSP)* – The MAP-21 emphasis on safety has led to CTDOT's strengthening of safety programs and resources. WestCOG is participating in the State Highway Strategic Plan (SHSP) update and will integrate the SHSP elements, performance measures and targets into the region's long range transportation plan and planning activities. WestCOG will coordinate with CTDOT and others in safety planning and education. (Task 2.9)
- Development of the TIP and the South Western Region Long Range Transportation Plan incorporate safety and security planning and programming. (Tasks 2.1 and 2.2)
- Various regional activities incorporate safety and security, including incident management, bicycle and pedestrian safety, Safe Routes to Schools, ITS and coordination of STP Urban, LOTCIP and CTDOT Local Road Accident Reduction programs. (Task 2.3)
- *Emergency Planning and Evacuation Planning* is undertaken in cooperation with the CT Department of Emergency Management and Homeland Security (DEMHS), the Region 1 Emergency Planning Team and the Region 1 ESF1 Transportation Committee. These activities continue into FY2016 and FY2017. (Task 2.10 - Security)
- Technical studies address safety and operations. FY2016 and FY2017 studies are identified in Chapter 3 – Other Transportation Studies. The region's corridor, multimodal and transit studies focused on safety and operations. (Tasks
- The Region's *Bicycle and Pedestrian Plan 2014* addresses safety for cyclists and pedestrians, as does the *Safe Routes to Schools* education promoted by the region. The 2010 corridors of safety analysis typify the analytical approach taken to identify deficiencies and countermeasures. This was followed by a FY2012 traffic engineering consultant study of selected locations that developed near term and longer term countermeasures. In FY2016 and FY2017 staff will administer the Stamford Bicycle and Pedestrian Master Plan, support bicycle and pedestrian activities, and participate in studies and initiatives of others. (Tasks 2.7, Chapter 3)
- Staff supports the technical and policy groups that deal with safety including the TTAG, the SWRMPO, and various committees. Security is the emphasis of DEMHS-related activities. In FY2014, the region developed an evacuation plan for the region, and an over-arching summary of emergency plans and guidance for DEMHS Region 1 (included in the *South Western Region Evacuation Plan 2014*) WestCOG staff and a CEO area members of the DEMHS Region 1 Emergency Planning Team and the Steering Committee. A WestCOG staff person is chair of Region 1 ESF1

Transportation. Staff participates in and supports emergency preparedness planning, training and exercises. Staff also provides technical assistance to towns, transit operators, officials and organization on accidents, emergency response, incident management, ITS, funding opportunities for mitigation and remediation, and other aspects of transportation security.(Task 2.10)

- Through participation in town, regional and state initiatives, studies and working groups described under mobility and accessibility, financing, transportation planning and decision-making, and infrastructure, staff helps to define safety and security challenges and opportunities.

TRANSPORTATION PLANNING CONTEXT

Regional transportation and land use plans, along with state plans create the essential framework for effective and integrated transportation and land use planning. The plans and activities that relate to the South Western Region are described in the following section.

Transportation Plans and Programs

The *South Western Region Long Range Transportation Plan 2015-2040 (Plan)* serves as the guide for developing and financing an accessible, safe, and reliable multimodal transportation system for people and goods. The 2015 Plan was a minor update to reflect the current state of the region, its transportation infrastructure and services, identify ladders of opportunity and future transportation needs, and provide a financially constrained program of projects as well as illustrative projects. Plan goals were the same as the SAFETEA-LU planning factors. Themes that emerged though outreach with stakeholders included: funding limitations that impede achievement of goals; “Fix It First” rather than invest in new infrastructure; transportation and land use policies must be coordinated; transit and non-motorized transit should be promoted; and, there is a need to provide sufficient rail parking in the region and in neighboring regions to support economic development and vitality. The next Plan update will be determined by CTDOT and USDOT and is expected to be developed in FY2016 and FY2017.

The *South Western Region FFY2015-2018 Transportation Improvement Program (TIP)* was approved by the SWRMPO in October 2014 and approved by USDOT in January 2015. Amendments and administrative actions are ongoing.

Pre-2010 Transportation Plans and Programs

In 2000, SWRPA for the SWRMPO completed the *Route 7 Travel Options Implementation Plan* in conjunction with the Housatonic Valley Council of Elected Officials. This plan identifies near and long term bus, rail, and ridesharing projects and programs as well as transit-supporting strategies. The *Regional Transit Card* project, completed in 2001, investigated the feasibility of a regional transit card for rail and bus transit in the area of Connecticut served by Metro-North. The study determined that the concept was technologically feasible, and recommended phased implementation beginning with magnetic stripe technology and progressing to smart card technology, along with resolution of institutional and operational issues. The *Congestion Mitigation Systems Plan “Vision 2020” Final Report (CMS: Vision 2020 Plan)* was completed in 2003, and concluded there was no single solution for mitigating congestion in the region. A comprehensive menu of immediate, short term and long term transportation projects, planning and land use initiatives was proposed as ways to improve mobility, choice and better manage congestion. Each year beginning in 2004, SWRPA for the SWRMPO has issued an annual *South Western Region Congestion Management System/Process Technical Memorandum*. The

Bridgeport Stamford Locally Coordinated Human Services Transportation (LOCHSTP) Plan 2009 identified human service transportation gaps, needs and projects. The needs and projects have been periodically updated. An update of the plan to reflect MAP-21 funding will be undertaken in FY2016 and FY2017.

Transportation Plans between 2010 and 2014

Between 2010 and 2014 SWRPA for the SWRMPO conducted numerous corridor and transit studies including: Greenwich-Stamford Route 1, Darien Route 1, Route 7 Transportation and Land Use, Route 7 Assessment and Implementation Plan Phase 1, Greenwich-Norwalk BRT, Coastal Link, Westport Bu, Westport Rail Stations Phase 1 studies.

South Western Region Plan of Conservation and Development and Other Plans

Each Connecticut regional planning organization has as one of its primary responsibilities the preparation and adoption of a Regional Plan of Development. The South Western Region adopted its first plan ***Toward the Region of the Future*** in 1974. The ***Second Regional Plan*** was adopted in February 1983. The ***Third Regional Plan*** was adopted in December 1995. The fourth update of region's plan was adopted in 2006 – ***The Plan of Conservation and Development 2006-2015 (POCD)*** and amended in 2008 to 2008-2018 with the focus being on the transportation element of the POCD. Recommendations of the South Western Region Plan of Conservation and Development resulted in development and adoption of the ***Regional Housing Needs and Supply Assessment*** (August 2007) and the ***2007 South Western Region Open Space Inventory Final Report*** (March 2008). Consideration will be given to updating and consolidating the plans of conservation and development of the South Western and Housatonic Valley region for WestCOG. The SWRMPO planning efforts will focus on the transportation elements, eight planning factors, and PEAs.

In 2008-2009 the region, then as SWRPA, participated in the development of the ***Comprehensive Economic Development Strategy Plan (CEDS)*** for the Bridgeport and Stamford areas encompassing the South Western and Greater Bridgeport regions. The ***CEDS Plan*** was endorsed in 2009. This document established an economic development district and was accepted by the state. WestCOG is considering updating the CEDS in the coming two years. SWRMPO support for transportation-related economic vitality components will be undertaken at the same time. The ***South Western Region Pre-disaster Mitigation Plan (2011)*** was updated in 2014. FEMA and CT DEEP approvals are pending as of April 2015.

State Plans Considered in South Western Region Transportation Planning

The South Western Region MPO's transportation and regional planning programs undertaken by WestCOG take into consideration state plans, including the following plans from the CT Department of Transportation, the CT Department of Energy and Environmental Protection, and the CT Office of Policy and Management (websites are noted):

- *Transportation Infrastructure Capital Plan 2014-2018 and Report*
<http://www.ct.gov/dot/cwp/view.asp?a=1383&Q=454340>
- *2012 State Transportation Improvement Program and Air Quality Conformity*
www.ct.gov/dot/stip
- *Highway Safety Plans and Reports 2012 and prior*
- <http://www.ct.gov/dot/cwp/view.asp?a=2094&q=435942>
- *Strategic Highway Safety Plan 2013*
- <http://www.ct.gov/dot/cwp/view.asp?A=1383&Q=527338>

- *CT Statewide Bicycle and Pedestrian Plan and Bicycle Map Update 2009*
<http://www.ct.gov/dot/cwp/view.asp?a=1390&q=259656>
- *CTDOT Bike-Ped Dashboard (2014)*
<http://www.ct.gov/dot/cwp/view.asp?a=3531&q=259658&dotPNavCtr=/#40030>
- *CT State Rail Plan 2012-2016*
<http://www.ct.gov/dot/cwp/view.asp?a=1386&q=437648>
- *CT Comprehensive Energy Strategy 2013*
<http://www.ct.gov/deep/cwp/view.asp?a=4120&q=500752>
- *State Integrated Resource Plan 2012*
<http://www.ct.gov/deep/cwp/view.asp?a=4120&q=486946>
- *Connecticut Statewide Comprehensive Outdoor Recreation Plan (SCORP) 2011-2016*
http://www.ct.gov/dep/cwp/view.asp?a=2707&q=323864&depNav_GID=1642
- *State of Connecticut Natural Hazard Mitigation Plan 2014 Disaster Plan 2009*
http://www.ct.gov/DEEP/cwp/view.asp?a=2720&q=325652&deepNav_GID=1654
- *The Green Plan, Guiding Land Acquisition and Protection in Connecticut 2007-2012*
http://www.ct.gov/dep/lib/dep/open_space/green_plan.pdf
- *Final Conservation and Development Policies Plan 2013-2018 & Locational Guide Map*
<http://www.ct.gov/opm/cwp/view.asp?a=2990&q=383182>

South Western Region MPO Transportation Technical Studies

WestCOG continues to conduct technical studies and activities concerning transportation system deficiencies and solutions. Examples are cited in the previous sections. In FY2016 and FY2017 the known studies include: Westport Rail Stations Study Phase 2; Stamford Bus-Shuttle-Stamford Transportation Center Study; Route 7 Corridor Assessment and Implementation Plan Phase 2 (if approved by CTDOT); and two new studies, Darien Noroton Heights Access and TOD, and Stamford Bicycle and Pedestrian Master Plan.

Participation in Studies of Others

WestCOG staff to the SWRMPO also participates in transportation studies of others, provides technical support, and integrates the findings and recommendations into the metropolitan planning activities, plans and programs.

Ongoing studies with staff participation include: *the CTDOT Danbury Branchline EA; the CTDOT I-95 Value Pricing Pilot Project; and the CTDOT Merritt Parkway Multiuse Trail Study*. Examples of completed studies with past involvement include: Norwalk Transit District's *SoNo Intermodal Study* and the *Norwalk Transit District Pulse Point Safety and Security Study*; the *Norwalk Transit District AVL project; the Norwalk Traffic Management Plan; the Stamford High Ridge-Long Ridge Corridor Study; the Stamford Springdale and Glenbrook TOD Study*.

Participation in Activities/Committees of Others

On an ongoing basis, the region participates in activities associated with emergency management and homeland security, including Region 1 ESF1 – Transportation which is Transportation Incident Management. Staff is also a member of the CTDOT Merritt Parkway Advisory Committee and other ad hoc CTDOT committees as they are formed, such as the CTDOT Strategic Highway Safety Plan Steering Committee and Peer to Peer Committee. Other ongoing activities include: the WorkPlace People to Jobs Steering Committee, the Mobility Management Committee for the urbanized area, and numerous New York Metropolitan Transportation

Council (NYMTC) committees including: freight, ITS, bicycle-pedestrian, metro-mobility, CMP, regional coordination and multiuse lanes.

Chapter 2

Work Program Tasks

Task 1: Data Collection and Analysis

Task 2: Planning Activities

Task 3: Public Involvement

Task 4: Program Administration and Management

Task 1: Data Collection and Analysis

Objectives:

The purpose of this task is to provide technical assistance and guidance to transportation stakeholders by collecting and analyzing data, and producing reports, maps, and other deliverables that support transportation planning activities.

- 1.1 **Data Collection & Analysis** - Collect data, monitor and analyze highway and transit systems and transportation demand management performance as a means of identifying deficiencies, and developing plans, improvement programs, strategies, and projects. This task also supports USDOT planning emphasis areas and planning factors.
- 1.2 **Census & Census Transportation Planning Package** - Coordinate with CTDOT and others on Census and Census Urban Transportation Planning Package; prepare census, ACS and other data summaries and analyses to assist in the planning process; continue work associated with 2012 revised urbanized areas and transportation management areas (TMAs); and other data sources such as CT CERC.
- 1.3 **HPMS, FHWA 536 Reports & Functional Classification** - Support system investment and performance through coordination of programs for CTDOT and others (e.g. HPMS, Section 536, functional classification) through the collection, analysis and reporting of data and coordination with CTDOT.
- 1.4 **Land Use, Population & Employment Data, Analysis, Reports** - Coordinate transportation, land use, population and employment data review, collection and analysis with federal, state, regional and local agencies and use in transportation planning activities.
- 1.5 **Performance Measures** – Data collection, analysis and monitoring to meet local and regional needs and to comply with MAP-21, guidance and rules.
- 1.6 **GIS** - Maintain and expand the WestCOG-region's GIS system, applications and users to support the South Western Region metropolitan transportation planning activities; expand the delivery and use of visualization products in all planning activities; support a regional GIS users group, and participate in other GIS groups and professional development activities.

- *Continued on next page* -

Staffing and Budget for FY2016 & FY2017 – Task 1:

FY2016 & 2017 Direct Charging Staff		Task 1
Job Title	Weeks	
Sr. Transportation Manager/Coordinator	10.8	
Senior Planners (Transportation, Regional)	20.8	
Planners (Transportation, Regional, Associate Planners & GIS Positions)	30.0	
Intern		
Part Time or Temp Planner or Technician		
Total Direct Staffing (FHWA, FTA & Local)	61.5	
Task Budget FY2015-2016	\$ 192,200	
Task Budget FY2016-2017	\$ 197,780	
Percentage of Total Direct Salary Budget	25%	
FY2016 & 2017 Indirect Charging Staff		Task 1
Job Title	Weeks	
Executive Director		
Senior Financial Manager		
Office Manager		
Total Indirect Staffing (FHWA, FTA & Local)	0.0	
FY2016 & 2017 Direct & Indirect Staff Weeks		Task 1
Total Staffing (FHWA, FTA & Local)	61.5	

Task 1. Data Collection & Analysis		Products	FY2016				FY2017			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
1.1 Data Collection & Analysis										
	Traffic data collection & analysis (ADT, LOS)	Reports & data, copies to CTDOT								
	Pedestrian and transit data collection & analysis	Reports & data, copies to CTDOT								
	Freight & goods movement	Refer to Freight Planning Task 2								
	Impact assessments and recommendations	Reports & data, copies to CTDOT								
	Incorporate into LRTP and planning activities & studies	Enhanced LRTP & studies								
1.2 Census, CTPP, ACS & Other										
	Coordinate with CTDOT & others on data	Coordination, review & comment								
	Revise, update databases, GIS, analyze & prepare reports & maps	Databases, maps & reports								
	Incorporate into LRTP and planning activities & studies	Enhanced LRTP & studies								
1.3 HPMS, FHWA 536 & Functional Classification										
	Coordinate with CTDOT & others for system investment & performance	Coordination, review & comment					<i>TBD</i>		<i>TBD</i>	
	Data collection as directed by CTDOT & others	Reports as directed by CTDOT					<i>TBD</i>		<i>TBD</i>	
	Functional classification review & assistance	Coordination, review & comment					<i>TBD</i>		<i>TBD</i>	
1.4 Land Use, Population & Employment Data, Analysis, Reports										
	Coordinate with CTDOT, OPM & others	Coordination, review & comment								
	Revise, update databases, GIS, analyze & prepare reports & maps	Reports & data, copies to CTDOT								
	Incorporate into LRTP and planning activities & studies	Enhanced LRTP & studies								
1.5 Performance Measures - MAP21										
	Data collection, analysis & monitoring	Data, analysis, reports								
	Coordination with CTDOT and others	CTDOT to determine activities					<i>TBD</i>		<i>TBD</i>	
1.6 GIS										
	GIS maintenance, expansion and update to support planning activities	GIS databases, maps, reports								
	GIS Users Groups: South Western Region & Other	Run regional, participate in other								
	GIS professional development of staff and stakeholders	Schedule to enhance capability								
KEY	Annual Report = A; Quarterly Report = Q	SWRMPO endorsement = *								
	Meeting = M	Engineering, Education, Enforcement = 3Es								
	Regional Priorities = RP									
	Report = @									

Task 2: Planning Activities

Objectives:

The purpose of this task is to undertake planning activities that will develop and implement short-term and long-term transportation plans and projects, mobility solutions for people and goods, investment and improvement programs, while integrating the eight planning factors and “ladders of opportunity” into all planning activities and programs, as follows:

- 2.1 Long Range Transportation Plan (LRTP) Update** - Assure that the Long Range Regional Transportation Plan addresses planning factors, incorporates all modes, considers environmental and historic resources, is financially constrained, complies with air quality consultation and conformity requirements (Task 2.12), is consistent with current and forecast land use and transportation conditions and is in compliance with MAP-21 (such as performance measures and targets) or its successor as well as all applicable federal/state laws, regulations and guidance. The LRTP will be updated and maintained as directed by CTDOT and USDOT, the *South Western Region Long Range Transportation Plan 2015-2040* will be updated. The Plan will be developed in consultation with stakeholders, state agencies and others along with public involvement opportunities. (Task 3)
- 2.2 Transportation Improvement Program (TIP)** – Coordinate with CTDOT and stakeholders to assure that the Transportation Improvement Program (TIP) responds to current needs, reflects available resources; is in compliance with MAP-21, air quality conformity and consultation requirements (Task 2.12), and provides public involvement opportunities (Task 3); meets any and all applicable federal/state mandates; and, is accessible to the public and provides accurate and timely information for informed decision-making. Amend the TIP as needed in cooperation with CTDOT, the TTAG and SWRMPO; assess the value of continuing to upgrade and support the South Western Region web-based TIP; and work with CTDOT on TIP process improvement and development and transition to the E-STIP. Continue review, approval and administration of the TIP and STIP. Maintain the FY2015-2018 TIP, and assist in developing the next TIP when scheduled by CTDOT.
- 2.3 Funding Program Coordination, Priority Selection and Technical Assistance** - Assist CTDOT and others in the development of projects and priorities for federally funded programs: STP Urban, the Transportation Alternatives Program (TAP), CMAQ, Strategic Highway Safety Plan and safety programs, the Local Road Accident Reduction Program, FTA 5310, LOCHSTP and discretionary grants and other programs as necessary or appropriate. Also provide planning assistance such as project solicitation and project selection for non-federal programs Local Transportation Capital Improvement Program (LOTICIP) and the CT Municipal Grant Program (Dial-A-Ride) program. Refer to Task 3.3.1 LOTICIP Engineering Administrative Services for the CTDOT LOTICIP Administrative Services program.
- 2.4 Congestion Management Program (CMP)** - Develop congestion management programs and congestion management systems processes which comply with federal/state guidance: determine networks both transit and highways; define congestion;

identify congested links; develop and implement mitigation strategies; and monitor systems; conduct before and after studies of improvements. Staff will participate in CMP activities/working groups (CTDOT, FHWA, Bridgeport-Stamford Urbanized Area, NY-NJ-CT MAP, and Transcom) and will participate in congestion management studies, such as the I-95 Value Pricing Pilot Project.

- 2.5 Transit Planning – Technical Support & Coordination** – Support transit districts, transit services and rail services, identify rail parking needs, rail and local transit interface improvements, improve coordination of inter-regional and intra-regional transit and paratransit services, improve bus stops, signage and shelters, and monitor transit security. Continue rail and commuter parking planning and monitoring activities, continue transit planning activities and provide technical support and coordination for all modes: bus, rail, ferry/waterborne, air, taxis, shuttles, and transportation demand management (TDM). Also continue coordinated local human service transportation planning (LOCHSTP) in cooperation with CTDOT and other stakeholders, including updates to the plan and selection of projects for funding by LOCHSTP FTA categories; and improve the delivery of transportation services to the all persons, including communities of concern, the elderly and disabled and for access to jobs, in cooperation with CTDOT and other stakeholders. WestCOG staff [to the SWRMPO](#) or SWRMPO task-based services will assist Norwalk Transit District with planning efforts.
- 2.6 Transit and Affordable Housing** – Identify areas, including reclaimed brownfields, in the vicinity of existing and proposed rail and busway stations and along potential future public transit corridors that may be suitable for the construction of affordable housing.
- 2.7 Multimodal, Non-Motorized Transportation Planning & TDM – Technical Assistance & Coordination** - Conduct integrated multi-modal transportation planning, foster development of sound public policy to promote bicycle and pedestrian travel and to improve safety for cyclist and pedestrians; also assist in the development and implementation of Safe Routes to Schools plans and projects, and to educate the public and officials about complete streets. TDM and connectivity of modes is an essential component of the planning efforts. Annual commuter parking lot inspections and counts develop reports and recommendations that are posted on the website and provided to CTDOT. Waterborne transportation planning will be undertaken when needed. Monitoring and plan updates will be undertaken.
- 2.8 Freight Planning & Goods Movement** - Continue freight planning activities for all modes (trucks, rail, air and maritime) and expand data collection, analysis, and monitoring; engage freight users and providers; and participate in working groups to promote best practices. Coordinate activities with CTDOT freight planning, policies, programs and projects. Update the regional freight plan and LRTP as needed.
- 2.9 Safety of the Transportation System** - Promote safety of all modes for people and goods, including: asset management; highway, transit, pedestrian, bicycle, bridge; participate in development of the state Strategic Highway Safety Plan and integrate elements into the regional long range transportation plan. Also, incorporate the principles of complete streets, traffic calming, context sensitive design and smart growth in transportation planning, programs and projects; foster effective multimodal transportation incident management programs; provide technical support to various programs,

organizations, and stakeholders associated with safety of transportation systems; continue to identify and address deficiencies; and, continue planning and monitoring of progress towards implementation of regional corridor and transit studies and plans. Also, use expanded crash and traffic data available through CTDOT-UConn, Transcom and other sources.

- 2.10 Security of the Transportation System** - Plan for the security of transportation systems. Identify critical facilities and transportation systems. Also, plan, coordinate, and participate in and support evacuation planning, emergency management and homeland security, and provide technical support to various entities involved with transportation security including the CT Department of Emergency Services and Public Protection (DESPP), the DESPP Division of Emergency Management and Homeland Security (DEMHS), the DEMHS Region 1 Emergency Planning Team (R1EPT), the DEMHS Region 1 ESF1 (Transportation), Metro-North, I-95 Corridor Coalition and others, and identify and address deficiencies. Critical facilities and infrastructure will be identified and plans to harden and protect the infrastructure will be developed in cooperation with other organizations such as CTDOT, CTDEMS, CT-DEEP, Metro-North.
- 2.11 Planning for Operations - Operations and Management Strategies (O&M) & ITS** - Address O&M strategies for both the transit and highway networks with a focus on mobility and safety. Strategies will be developed to identify capital and operational improvements needed to preserve the existing system. This will include work on the development and implementation of Intelligent Transportation strategies and technologies in the region; periodically review the *South Western Region ITS Architecture* (which is the *CTDOT Statewide ITS Architecture - April 2005*) and coordinate updates as needed with CTDOT and others. Continue to develop, support and implement transportation O&M and ITS in cooperation with CTDOT and other stakeholders.
- 2.12 Air Quality/Environmental Planning** – Work with CTDOT and others to consider environmental factors in transportation planning, including: climate change, coastal resilience, infrastructure adaptation, air quality conformity and consultation, environmental and historic resource assessments, brownfields, mitigation and other environmental matters as appropriate. WestCOG [staff to the SWRMPO](#) will coordinate and participate in NEPA and CEPA for all planning studies.
- 2.13 Land Use & Transportation Models** – Assess projected land uses in the region, identify major growth corridors and analyze related transportation improvements. Promote consistency with the LRTP and proposed improvements with State and local planned growth development patterns, economic development, incorporate the principles of complete streets, traffic calming, context sensitive design and smart growth in transportation planning, programs and projects.
- 2.14 Livability** – Promote safe, livable communities and environmental sustainability, Transit Oriented Development (TOD), and sustainable communities’ initiatives. Incorporate emerging programs for sustainable communities into the transportation planning program, to enhance the technical capabilities of regional and municipal planners and other stakeholders; coordinate and collaborate with federal, state, regional agencies, municipalities and others regarding state and regional plans and program for conservation

and development, economic and community development, environmental and historic resources, climate change/greenhouse gas emissions, and other considerations.

- 2.15 Ladders of Opportunity** – Planning activities will identify transportation connectivity gaps in access to essential services and development of solutions to address gaps. Gap analysis and connectivity are also addressed in Tasks 2.1 – 2.11, 2.13, 2.14, 2.16, 2.18, 2.19 and Other Transportation Studies (Chapter 3).
- 2.16 System Investment and Performance-Based Planning** – In coordination with CTDOT develop performance measures and targets per MAP-21. Also develop regional goals for the transportation system. Assist the Department with the FHWA 536 report on capital expenditures on local roads or similar activities and reports. (Also see Task 1.5). Provide any traffic count data to the Bureau of Policy and Planning.
- 2.17 Preservation of the Existing Transportation System** – Address preservation of existing systems in planning activities.
- 2.18 Technical Assistance & Support** - Conduct and participate in corridor, area, location and topic studies and working groups; participate in and provide technical assistance to studies, analyses, and other services to state, regional, metro-New York, municipal, and other transportation stakeholders; enhance the technical capabilities of regional and municipal planners and other stakeholders; research and use best practices (e.g. scenario planning and enhanced visualization techniques); coordinate and collaborate with federal, state, regional agencies, municipalities and others regarding state and regional plans and program for conservation and development, economic and community development, environmental and historic resources, climate change/coastal resilience, and other considerations as they come to our attention. Staff will participate in transportation studies, committees and activities of others. Examples include but are not limited to: I-95 VPPP; Danbury Branch EA; CTDOT Freight Working Group; CTDOT Merritt Parkway Advisory Committee; CTDOT Strategic Highway Safety Plan Steering Committee; Transcom Steering Committee; NY-NJ-CT Metropolitan Area Planning Coalition; NYMTC and NJTPA activities; and the I-95 Corridor Coalition. Staff will participate in professional development and provide professional development to staff and stakeholders
- 2.19 Consultant Services** - Consultant services will be contracted in support of the transportation planning program, including but not limited to: task based services; study of selected traffic/transit problems to identify deficiencies, alternatives and concepts for improvements or countermeasures; performance measures; and, technical assistance for ~~WestCOG~~ South Western Region MPO or consultant studies or activities that exceed available staffing, technical capabilities or financial resources. Technical studies by consultants and others are identified in Chapter 3: Other Transportation Studies. Consultant services will be procured following the CTDOT RPO Procurement Procedures or its successor.

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Staffing and Budget for FY2016 & FY2017 – Task 2:

FY2016 & 2017 Direct Charging Staff		Task 2
Job Title		Weeks
Sr. Transportation Manager/Coordinator		21.5
Senior Planners (Transportation, Regional)		41.5
Planners (Transportation, Regional, Associate Planners & GIS Positions)		60.0
Intern		
Part Time or Temp Planner or Technician		
Total Direct Staffing (FHWA, FTA & Local)		123.0
Task Budget FY2015-2016		\$ 384,400
Task Budget FY2016-2017		\$ 395,560
Percentage of Total Direct Salary Budget		50%
FY2016 & 2017 Indirect Charging Staff		Task 2
Job Title		Weeks
Executive Director		
Senior Financial Manager		
Office Manager		
Total Indirect Staffing (FHWA, FTA & Local)		0.0
FY2016 & 2017 Direct & Indirect Staff Weeks		Task 2
Total Staffing (FHWA, FTA & Local)		123.0

Task 2. Planning Activities		Products	FY2016				FY2017				
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	
2.1	Long Range Transportation Plan (LRTP) Update										
	Develop, coordinate, outreach, circulate drafts to stakeholders	Reports & data, copies to CTDOT									
	Incorporate all planning activities & tasks into LRTP - refer to tasks	Comprehensive LRTP									
	Air quality conformity modeling inputs, consultation & coordination	Memos									
	Public involvement plan, 30 day review and documentation	Reports & support materials									
	SWRMPO Endorsement of LRTP update, AQ Conformity & Certification	SWRMPO endorsement*				*					
	Submittal to USDOT for conformity	Enhanced LRTP & studies									
	Monitoring and update as needed or directed	Memos - outreach									
2.2	TIP - Development, Refinement, Priority Setting & Monitoring										
	TIP2015-2018 amendments & administrative adjustments	Ongoing									
	Air Quality Conformity consultation and statements	As needed									
	SWRMPO TIP updates, evaluation of on-line TIP, coordinate re. E-STIP	Launch, maintain & enhance									
2.3	Funding Program Coordination, Priority Selection & Technical Assistance										
	STP-Urban Program	Ongoing activities & monitoring									
	LOTICIP	Ongoing support									
	Transportation Alternatives Program (TAP)	Coordination for CTDOT									
	CMAQ Program	Project development & coordination									
	Local Roads Accident Reduction Program	Coordination for CTDOT									
	CTDOT Municipal Grant Program	Coordination for CTDOT									
	FTA 5310	Coordination for CTDOT				*				*	
	Discretionary Funding: Earmark (HPP) & TIGER & Other	Coordination for CTDOT									
	Safe Routes to Schools	Coordination with CTDOT & stakeholders									
	Other	TBD									
2.4	Congestion Management Process (CMP)										
	Determine CMP network - transit & highways	Ongoing & Annual Report (A)	A					A			
	Define congestion	Ongoing & Annual Report (A)	A					A			
	Identify congested links using HERE and Transcom data fusion	Memos & Annual Report (A)	A					A			
	Develop congestion mitigation strategies: geometry, operations, TDM	Ongoing & Annual Report (A)	A					A			
	Implement strategies: include in LRTP & TIP	Ongoing & Annual Report (A)	A					A			
	Monitoring: principal arterials - I-95, Rte 15, Rte 7, Rte 1	Ongoing & Annual Report (A)	A					A			
	Monitoring: before & after capital or operating improvements	I-95 & Rte 7									
	Continue to enhance data analysis capability (HERE & other sources)	Ongoing & Annual Report (A)	A								
	CMP working group participation (not yet established 4-15)	Meetings, coordination, capacity building									
	KEY Annual Report = A ; Quarterly Report = Q	SWRMPO endorsement = *									
	Meeting = M	Engineering, Education, Enforcement = 3Es									
	Regional Priorities = RP										
	Report = @										

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Task 2. Planning Activities		Products	FY2016				FY2017				
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	
2.5	Transit Planning - Technical Support & Coordination										
	Rail planning - capital & operating, support strategies & programs	Ongoing/special efforts as needed									
	Rail parking - continue data collection, analysis, peer to peer meetings	Data update & technical reports ®			®					®	
	Intermodal coordination & connectivity: rail, bus, taxi, shuttles	Ongoing									
	Bus service planning; bus stops, signage, shelters, information	Norwalk Transit District as needed									
	Bus service planning; bus stops, signage, shelters, information	CTTransit planning & articulated buses									
	Transit enhancement & amenities - refer to 2.3 FTA5307 & other	Project and program activities									
	Support transit operators and providers data collection, analysis, activities	Ongoing									
	Transit security initiatives for all modes - refer to 2.8	As needed									TBD
	State studies & activities: Danbury Branch EA & others TBD	Ongoing									
	Human service transportation planning (LOCHSTP) - refer to 2.3	Ongoing & LOCHSTP Plan Update								®	
	Coordinate with CTDOT, transit operators, providers, users & others	Coordination, review & comment									
2.6	Transit & Affordable Housing										
	Identify areas near transit suitable for affordable housing/TOD & 2.12	Ongoing/special efforts as needed									
2.7	Multimodal Planning - Technical Assistance & Coordination										
	South Western Region bicycle & pedestrian planning	Technical memos, support activities									
	Statewide bicycle & pedestrian planning	Participate & coordinate									
	Safe Routes to Schools Infrastructure & non-infrastructure	Program and project support									
	TDM - CTTransit Commuter Connections, Ridesharing, Carpooling, etc.	Support/coordinate/monitor/report									
	Ferry & Waterborne Transportation - if needed	Support/coordinate/monitor/report									
2.8	Freight Planning & Goods Movement - Planning, Coordination, Collaboration, Technical Assistance, Participation in Activities										
	Data collection, analysis, freight profile refinement & LRTP integration	Memos and LRTP freight section									
	Expand efforts to freight users and providers	Stakeholder meetings & memos									
	Participate in CTDOT Freight Working Group & other committees/activities	Participation - capacity building									
	Provide technical assistance to others regarding best practices	Ongoing									
2.9	Safety of the Transportation System - Planning, Coordination, Collaboration, Technical Assistance, Participation in Activities										
	Review data, goals, objectives and strategies to promote safety	Ongoing									
	Strategic Highway Safety Plan review & consistency with LRTP	CTDOT SHSP committees									As needed
	Incident management - DEMHS Region 1 ESF1	Ongoing-Region 1 ESF1 meetings		M	M	M			M	M	M
	DEMHS Region 1 Emergency Planning Team & Steering Committee	Ongoing - Quarterly Region 1 EPT	M	M	M	M		M	M	M	M
	Bridge safety initiatives - including NYSDOT Bridge Strike Task Force	Technical memos & mapping									
2.10	Security of the Transportation System - Planning, Coordination, Collaboration, Technical Assistance, Participation in Activities										
	Emergency planning - refer to 2.9	Analyses, reports, coordination, meetings									
	Evacuation planning - refer to 2.11	Plans for DEMHS Region 1 & towns									
	Transit security initiatives (transit operators and Metro-North)	With DEMHS and transit providers									
2.11	Operations Planning & Intelligent Transportation Systems (ITS) Planning, Coordination, Technical Assistance										
	Address O&M strategies all modes to promote mobility & safety	Ongoing & integration									
	Integrate ITS into all planning activities	Ongoing & integration									
	Update current plans to respond regulations, guidance & technology (LRTP2.1)	Ongoing, updates as needed									
2.12	Environmental Considerations - Planning, Coordination, Technical Assistance, & Participate in Training and Committees of Others										
	Climate change & greenhouse gas emissions & include in LRTP	Continue planning & include in LRTP									
	Sea level change impact on transportation infrastructure	Evaluation/modeling & report									
	Evacuation planning for emergencies - refer to 2.10	Develop plans for DEMHS Region1									
	Air Quality Conformity, consultation, coordination - also see 2.1 & 2.2	Ongoing									
	Environmental remediation & transportation & housing needs & opportunities	Brownfields & considerations									
	NEPA & CEPA considerations & technical assistance	Consider & address - all activities									
2.13	Land Use & Transportation - Technical Assistance, Consultation, Coordination with Studies & Stakeholders & 3Es										
	Land use & transportation models - review	State & municipal coordination									
	Local, regional, state, federal - land use, natural & historic resources, housing, economic development and municipal agencies	Identify stakeholders, programs, opportunities, integrate into planning									
	Consistency of regional with state and local plans and projects	LRTP & regional plans to address									
	Complete Streets - corridor study toolbox - capacity building region & others	Integrate in activities/build capacity									
	Smart Growth -corridor study toolbox - capacity building region & others	Integrate in activities/build capacity									
	TOD - projects, programs & 2.5	Evaluate/develop/educate/report									
KEY	Annual Report = A; Quarterly Report = Q	SWRMPO endorsement = *									
	Meeting = M	Engineering, Education, Enforcement = 3Es									
	Regional Priorities = RP										
	Report = ®										

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Task 2. Planning Activities		Products	FY2016				FY2017				
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	
2.14	Livability										
	Promote safe, livable and sustainable communities & include in plans	State & municipal coordination									
	Livability & Sustainable Communities Initiatives (USDOT,USEPA,HUD)	Coordinate with stakeholders									
2.15	Ladders of Opportunity										
	Identify transportation connectivity gaps and solutions	Technical memos									
	Develop a data base of employers, essential services and mapping	Technical memos & mapping									
2.16	System Investment & Performance-Based Planning To Comply with MAP-21										
	Develop performance measures & targets in cooperation with CTDOT	Technical memos - schedule TBD									
	Secure data and analyze and report	Technical memos & mapping									
	Integrate into all planning activities and LRTP	Technical memos & mapping									
2.17	Transportation System Preservation - To Promote Mobility, Safety & System Preservation										
	Transit activities - operating & capital strategies	Ongoing									
	Traffic & highway activities - operating & capital strategies	Ongoing									
	Other modes - operating & capital strategies	Ongoing									
2.18	Technical Assistance & Support for Studies, Activities, Stakeholders										
	SWRMPO consultant services funded by PL	TBD									
	SWRMPO consultant studies funded by FHWA, PL & others	See Chapter 3									
	Studies and activities of the state, municipalities & other stakeholders	As needed									
	Information dissemination & coordination	As appropriate									
	Capacity building of SWRMPO & municipal staff & other stakeholders	Coordinate & provide opportunities									
	GIS - refer to 1.6	Use GIS for analysis & reporting									
2.19	Consultant Services										
	Secure consultant services for identified studies and analysis	Subject to CTDOT approval & TBD	<i>TBD</i>								
	Task Based Services - will be identified	Subject to CTDOT approval & TBD									
	See Chapter 3 - Other Transportation Studies	Ongoing	<i>Chapter 3</i>								
	Other modes - operating & capital strategies	Ongoing									
KEY	Annual Report = A ; Quarterly Report = Q	SWRMPO endorsement = *									
	Meeting = M	Engineering, Education, Enforcement = 3Es									
	Regional Priorities = RP										
	Report = @										

Task 3: Public Involvement

Objective:

The purpose of this task is to promote public participation in transportation planning by coordinating and collaborating with federal, state, regional, local agencies and other stakeholders, providing timely and user-friendly information and to the public, and facilitating a dialog with stakeholders including public officials, citizens, organizations, not-for-profits, and businesses. Reports and evaluations will monitor the public involvement program and ensure responsiveness to guidelines, identified needs and best practices.

- 3.1 Public Involvement Program Evaluation & Update** – Prepare quarterly and annual public involvement reports, to update the SWRMPO public involvement process and brochure; develop public involvement plans, initiatives, and activities for projects, programs, and ~~WestCOG and the MPOs~~ the SWRMPO. The effectiveness of the public involvement process will be periodically reviewed. A new Public Involvement Process document will be developed for ~~the new consolidated region: Western CT COG (WestCOG) as well as~~ the SWRMPO, and HVMPO.
- 3.2 Media Releases for Activities** – Publicize SWRMPO meetings, public information sessions for studies and events, the TIP, CTDOT STIP, the LRTP, other plans and projects as needed. Media releases will also be issued for WestCOG because agendas include SWRMPO-related transportation planning items.
- 3.3 ~~WestCOG and~~ SWRMPO Website** – Develop and then maintain a user-friendly graphically website ~~rich for WestCOG and for~~ the SWRMPO, ~~and the HVMPO~~. Continue to create web pages for major activities; post documents, meeting agendas, minutes and materials; and provide links to external web sites from the ~~WestCOG~~ website for studies and other information.
- 3.4 Title VI/Civil Rights** - Comply with Title VI of the Civil Rights Acts of 1964, Environmental Justice, and all state, federal laws, requirements and guidance. (Affirmative Action is handled in Task 4 – Management of the Process). Also comply with MAP-21 or its successor public involvement requirements.
- 3.5 Environmental Justice** - Integrate CTDOT and USDOT environmental justice regulations, initiatives and recommendations into the regional transportation planning process with the goal of increasing the awareness and involvement of “communities of concern”, community groups, limited English proficiency populations, and faith based groups and to assure that these communities do not experience disproportionate negative impacts as a consequence of transportation activities. Prepare a report when major TIP and LRTP updates occur.
- 3.6 Limited English Proficiency** - Address limited English proficiency (LEP) and linguistic isolation. Prepare a report when major TIP and LRTP updates occur. Comply with guidance and requirements as required.

- 3.7 Public Involvement & Outreach for Regional and State Plans, Projects & Programs** – Implement regional public involvement and outreach and to support and assist in public involvement and outreach for CTDOT plans, the STIP, AQ conformity, projects, programs and other activities requested by CTDOT.
- 3.8 Technical Assistance Regarding Public Involvement** – ~~WestCOG~~ staff to the SWRMPO will provide technical assistance to stakeholders to promote effective public involvement and technical capacity to deliver quality outreach, information and public involvement.
- 3.9 DAS DBE Compliance** – Requirements for reporting and assessment will be met.

Staffing and Budget for FY2016 & FY2017 – Task 3:

FY2016 & 2017 Direct Charging Staff	Task 3
Job Title	Weeks
Sr. Transportation Manager/Coordinator	5.6
Senior Planners (Transportation, Regional)	10.8
Planners (Transportation, Regional, Associate Planners & GIS Positions)	15.6
Intern	
Part Time or Temp Planner or Technician	
Total Direct Staffing (FHWA, FTA & Local)	32.0
Task Budget FY2015-2016	\$ 99,944
Task Budget FY2016-2017	\$ 102,846
Percentage of Total Direct Salary Budget	13%
FY2016 & 2017 Indirect Charging Staff	
Job Title	Task 3
Weeks	
Executive Director	
Senior Financial Manager	
Office Manager	2.2
Total Indirect Staffing (FHWA, FTA & Local)	2.2
FY2016 & 2017 Direct & Indirect Staff Weeks	
Task 3	
Total Staffing (FHWA, FTA & Local)	34.1

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Task 3. Public Involvement		Products	FY2016				FY2017					
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4		
3.1	Public Involvement Program Evaluation, Update & Implementation											
	Quarterly public involvement reports	Quarterly reports	A	A	A	A	A	A	A	A	A	A
	Annual public involvement evaluation	Annual report	A									
	Update Public Involvement Process & brochures for SWRMPO	Public Involvement Process updates determined by evaluations			*							
	Develop public involvement plans for major activities and studies	Public involvement plans										
3.2	Media Releases for Activities											
	SWRMPO meetings	Monthly notices										
	Public information sessions for studies & events & activities	Notices as needed										
	CTDOT STIP, plans, projects, events and activities as needed	Notices as needed										
3.3	WestCOG and SWRMPO Website											
	Develop new WestCOG website for hosting MPO	Functional, robust, user-friendly website										
	Transfer SWRPA and SWRMPO web content to WestCOG website	Update current content										
	Maintain and enhance WestCOG website	Expand functionality										
	Web pages for major activities & studies	Maintain & enhance										
	External web sites for studies with hyperlinks from WestCOG web site	Set up & maintain or link to study site										
3.4	Title VI											
	Annual Title VI & LEP Assessment & Compliance Report	Report		A					A			
	Title VI, Environmental Justice & LEP Assessment of LRTP2015-2045	Report										
	Title VI and ADA Complaints Procedure	Annual review & update as needed			A					A		
3.5	Environmental Justice											
	Title VI, Environmental Justice & LEP Assessment of LRTP2015	Report		A								
	Title VI, Environmental Justice & LEP Assessment of LRTP2016	Report							A			
3.6	Limited English Proficiency											
	Annual Title VI & LEP Assessment & Compliance Report	Report		A					A			
	Title VI, Environmental Justice & LEP Assessment of LRTP2015	Report		A								
	Title VI, Environmental Justice & LEP Assessment of LRTP2016	Report							A			
3.7	Public Involvement & Outreach Implementation											
	To support regional plans, programs & activities including TIP & LRTP	Support activities										
	To support state plans, programs & activities including STIP & plans	Support activities										
3.8	Technical Assistance Regarding Public Involvement											
	SWRMPO studies and activities	Review, comment, assist							<i>As needed</i>			<i>As needed</i>
	Norwalk Transit District Title VI & other assistance & collaboration	Data analysis & GIS mapping							<i>As needed</i>			<i>As needed</i>
	Others - CTDOT, municipalities, other stakeholders	Review, comment, assist							<i>As needed</i>			<i>As needed</i>
3.9	DAS DBE Compliance											
	DAS DBE Compliance Report	Quarterly report	Q	Q	Q	Q	Q	Q	Q	Q	Q	Q
Notes:	Quarterly and annual reporting on public involvement, Title VI, EJ and LEP are found in Task 4.3.											
KEY	Annual Report = A; Quarterly Report = Q	SWRMPO endorsement = *										
	Meeting = M	Engineering, Education, Enforcement = 3Es										
	Regional Priorities = RP											
	Report = ®											

Task 4: Program Administration and Management

Objectives:

This task supports the SWRMPO and ~~WestCOG~~ administration of the transportation planning program.

4.1 Program Administration - Ensure that the transportation planning process is in conformity with any and all applicable federal and state laws, regulations, and guidance, to effectively manage and administer the transportation planning program.

4.2 Budgeting & Financial Management - Prepare and submit required progress and financial reports.

4.3 Quarterly & Annual Reports - Ensure and document compliance with Title VI of the Civil Rights Acts of 1964, Environmental Justice, Limited English Proficiency, Affirmative Action and all applicable federal and state laws, regulations and guidance.

4.4 Affirmative Action Plan (AAP) – ~~WestCOG and the SWRMPO~~the AAP for the SWRMPO and host agency will be developed and endorsed to CTDOT~~will develop, endorse and support the AAP.~~

4.5 Certification of the Metropolitan Transportation Planning Program – Undertake all activities and documentation associated with annual and quadrennial certifications of the metropolitan planning process. The recommendations in the 2014 SWRMPO quadrennial review will be addressed.

4.6 Program, Process, Agreements & MOUs – Support administrative requirements.

4.7 Coordination of 3C Planning with CTDOT & Others – Support the 3C process.

4.8 UPWP - Develop and update the Unified Planning Work Program.

4.9 Administrative Support for Policy, Technical and Advisory Committees - Provide support to the South Western Region Metropolitan Planning Organization (SWRMPO), the Transportation Technical Advisory Group (TTAG), and other committees including the STP & LOTCIP Working Group, the CMAQ Working Group, the Rail Parking Peer to Peer Group, the South Western Region Planners meeting, the Region GIS Users Group, DEMHS Region 1 ESF-1 (Transportation) and the Region 1 Emergency Planning Team. Also continue participation in the Bridgeport-Stamford Urbanized Area People to Jobs committee and LOCHSTP (Locally Coordinated Human Service Transportation Plan) Collaborative and the associated Mobility Management program as well as other committees that are part of the metropolitan transportation planning process.

4.10 Support MPO Designation/Redesignation and Regional Organization Changes – Support activities pertaining to MPO designation/redesignation and regional consolidation in coordination with CTDOT and others.

Staffing and Budget for FY2016 & FY2017 – Task 4:

FY2016 & 2017 Direct Charging Staff		Task 4
Job Title		Weeks
Sr. Transportation Manager/Coordinator		5.2
Senior Planners (Transportation, Regional)		10.0
Planners (Transportation, Regional, Associate Planners & GIS Positions)		14.4
Intern		
Part Time or Temp Planner or Technician		
Total Direct Staffing (FHWA, FTA & Local)		29.5
Task Budget FY2015-2016		\$ 92,256
Task Budget FY2016-2017		\$ 94,934
Percentage of Total Direct Salary Budget		12%
FY2016 & 2017 Indirect Charging Staff		Task 4
Job Title		Weeks
Executive Director		10.8
Senior Financial Manager		6.5
Office Manager		4.3
Total Indirect Staffing (FHWA, FTA & Local)		21.5
FY2016 & 2017 Direct & Indirect Staff Weeks		Task 4
Total Staffing (FHWA, FTA & Local)		51.0

Task 4. Program Administration & Management		Products	FY2016				FY2017			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
4.1 Program Administration										
	Program oversight & management	Quality assurance & control								
4.2 Budgeting & Financial Management										
	Monthly invoices	Monthly invoices								
	Annual audit	Annual audit		A				A		
4.3 Quarterly & Annual Reports										
	Transportation planning program report	Quarterly reports	Q	Q	Q	Q	Q	Q	Q	Q
	Title VI-EJ-LEP	Quarterly special reports								
	Public Involvement & CMP	Quarterly reports & annual report	A				A			
	Affirmative Action and DAS reports	Quarterly special reports	Q	Q	Q	Q	Q	Q	Q	Q
	Technical Studies	Quarterly study reports	Q	Q	Q	Q	Q	Q	Q	Q
4.4 Affirmative Action Plan (AAP)										
	Submittal of AAP & CTDOT review and approval - as required	Approved AAP & Policy								
4.5 Certification of the Metropolitan Transportation Planning Process										
	SWRMPO Annual Certification	Annual Certification				*				*
	Quadrennial Certification - review & response to USDOT 2014 report	Follow ups to USDOT report	<i>Not applicable these years</i>							
4.6 Program, Process, Agreements & MOUs										
		Per regulatory & guidance changes	<i>As needed</i>				<i>As needed</i>			
4.7 Coordination of 3C Planning with Others										
	State & Federal: CTDOT, DEEP, DECD, FHWA, FTA, USEPA & others	Ongoing								
	Bridgeport-Stamford Urbanized area	Ongoing								
	TMA Bridgeport-Stamford	Ongoing								
	NYMTC-NJTPA-GBVMPO-HVCEO-WestCOG metropolitan area planning	Ongoing								
KEY	Annual Report = A; Quarterly Report = Q	SWRMPO endorsement = *								
	Meeting = M	Engineering, Education, Enforcement = 3Es								
	Regional Priorities = RP									
	Report = @									

- Continued on next page -

Task 4. Program Administration & Management		Products	FY2016				FY2017				
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	
4.8	UPWP										
	Development FY2018 & FY2019	FY20178 & FY2019 UPWP				*					*
	Refinement or update as needed	FY2017 UPWP update									
	WCCOG - CTDOT agreement	Executed agreements				*					*
4.9	Administrative Support for Policy, Technical and Advisory Committees										
	SWRMPO & TTAG	Monthly meeting support									
	STP & LOTCIP & CMAQ Working Group	As scheduled									
	DEMHS Region 1 ESF-1 & Incident Management Team	Quarterly meetings		M	M	M		M	M		
	Rail Parking Peer-to-Peer	As scheduled					As needed			As needed	
	Other committees as created to support the planning program	To be determined					As needed			As needed	
4.10	Support for MPO Redesignation/Designation & Regional Consolidation										
	Coordinate with CTDOT	As determined by CTDOT									
	Coordinate with other regions	As needed									
KEY	Annual Report = A; Quarterly Report = Q	SWRMPO endorsement = *									
	Meeting = M	Engineering, Education, Enforcement = 3Es									
	Regional Priorities = RP										
	Report = @										

Chapter 3

Other Transportation Studies & Services

**Table 3.1 WestCOG – South Western Region MPO FY2016 & FY2017
Unified Planning Work Program Other Transportation
Planning Studies**

Task 3.1: SWRMPO Technical Studies Funded by FHWA

- Task 3.1.1 Westport Rail Stations Parking Study
- Task 3.1.2 Route 7 Assessment & Implementation Plan Phases 2/3
- Task 3.1.3 Stamford Bus and Shuttle Study
- Task 3.1.4 Stamford Bicycle and Pedestrian Master Plan
- Task 3.1.5 Darien Noroton Heights Access and TOD Study

Task 3.2: SWRMPO Technical Studies Funded by FTA (None)

Task 3.3: SWRMPO Technical Studies Funded by Others

- Task 3.1.1 Westport Rail Stations Parking Study

Task 3.4: Technical Studies by Others (None)

**Task 3.5: SWRMPO Technical Studies and Task Order Services
Funded by the Unified Planning Work Program (None)**

Chapter 3 - Transportation Studies

The FY2016 & FY2017 technical studies funded by FHWA are identified in Task 3.1. As of May 2015, there are no studies funded by FTA and or studies conducted by others. The CTDOT LOTCIP Administrative Services Program is described in Task 3.3.1. Task 3.5 is SWRMPO Technical Studies and Task Order Services Funded by the UPWP is a place-holder. Tasks appropriate for consultants are identified by the SWRMPO they will be included in this section following adjustments to the SWRMPO FY2016 & FY2017 UPWP.

For each active or proposed study a project information sheet is provided which includes: the project name; project sponsor; funding source; the project objectives, scope, products, study framework, schedule, and budget.

Task 3.1: SWRPA Technical Studies Funded by FHWA

- Task 3.1.1 – Westport Rail Stations Parking Study
- Task 3.1.2 - Route 7 Assessment & Implementation Plan Phases 2/3
- Task 3.1.3 - Stamford Bus and Shuttle Study
- Task 3.1.4 – Stamford Bicycle and Pedestrian Master Plan
- Task 3.1.5 – Darien Noroton Heights Access and TOD Study

Task 3.2: SWRPA Technical Studies Funded by FTA (None)

Task 3.3: SWRPA Technical Studies & Services Funded by Others

- Task 3.3.1 CTDOT LOTCIP Administrative Services

Task 3.4: Technical Studies by Others (None)

Task 3.5: SWRMPO Technical Studies and Task Order Services Funded by the Unified Planning Work Program

Table 3.1 WestCOG - South Western Region MPO FY2016 & FY2017 Unified Planning Work Program						
Other Transportation Planning Studies & Services						
Other South Western Region Studies Underway in FY2015-2016 & FY2016-2017						
Study	Federal	FHWA	State	WestCOG ¹	Municipal Match	Total
Westport Rail Stations Parking Phase 2	\$ 150,000		\$ (18,750)	\$ -	\$ 37,500	\$ 168,750
Route 7 Assessment & Implementation Phase 3	\$ 100,000	\$ 25,000	\$ -	\$ -	\$ -	\$ 125,000
Stamford Bus & Shuttle Study	\$ 600,000	\$ 150,000	\$ -	\$ -	\$ -	\$ 750,000
Stamford Bicycle Ped Master Plan	\$ 200,000	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ 250,000
Darien/Noroton Heights Access-TOD Study	\$ 200,000	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ 250,000
Total Studies	\$ 1,250,000	\$ 225,000	\$ 31,250	\$ -	\$ 37,500	\$ 1,543,750
Total Services - CTDOT LOTCIP Administrative			\$ 149,170			\$ 149,170

¹ Westport Rail Parking Study, Phase 2 - CTDOT Westport Rail Parking Account is source for WestCOG match. Funding is available for Phase 2 but is not ready to go.

² Route 7 Assessment & Implementation Plan Phases 3 consists \$125,000 STP-B & State. CTDOT Engineering is deciding whether to proceed with this study.

³ Stamford Bus & Shuttle Study - consist of \$750,000 STP-B & State.

⁴ Stamford Bicycle Ped Master Plan - consists of \$200,000 STP-B, \$25,000 State, and \$25,000 local (Stamford)

⁵ Darien/Noroton Heights Access TOD Study - consists of \$200,000 STP-B, \$25,000 State, and \$25,000 local (Darien)

Task 3.1: SWRPA Technical Studies Funded by FHWA

There are five technical studies funded by FHWA in FY2016 and FY2017.

Task 3.1.1

Project: Westport Rail Stations Parking Study

Sponsor: WestCOG for the South Western Region MPO

Funding Source: Surface Transportation Program (STP)-Bridgeport Stamford

Study Objectives and Status

The purpose of the study is to evaluate existing commuter parking facilities at and near the Westport and Green's Farms rail stations in Westport; identify and assess potential improvements; and develop an implementation strategy. The study will be completed in two phases. Phase 1 will review existing conditions, analyze issues and opportunities, and develop alternatives. Phase 2 will provide an in-depth analysis of the preferred alternatives and a public outreach component. Phase 1 of the study will conclude in early FY2016. The scope for Phase 2 will be developed based upon the findings and recommendations of the first phase and the agreement of CTDOT, Westport and WestCOG staff to the SWRMPO.

Study Scope Phase 1

- Task 1 Project Management – create a Study Technical Advisory Committee
- Task 2 Review of Existing Conditions – gather available data from Westport, SWRPA and CTDOT, collect new parking/traffic data and traffic analysis, prepare a station assessment
- Task 3 Analyze and Define Issues/Opportunities – prepare a supply/demand analysis for the parking areas, identify issues, deficiencies, and potential improvements
- Task 4 Identification of Alternatives – including a parking management plan and mobility plan
- Task 5 Development of Draft and Final Reports (Tasks 1 – 4 are complete. Task 5 will be completed in FY2016)

Study Products Phase 1

- Agendas, presentation material, handouts, meeting summaries
- Technical Memorandum detailing existing conditions
- Technical Memorandum detailing issues/opportunities
- Conceptual site plan for each study area highlighting parking and mobility recommendations
- Technical Memorandum that presents range of implementation alternatives and preferred alternative

- These products will be delivered in FY2016.
 - Draft and Final report summarizing Phase 1, including a master executive summary and PowerPoint presentation
 - Executive Summaries of all technical memos and reports

Study Framework

The project is being administered by the staff of WestCOG on behalf of the SWRMPO in cooperation with CTDOT, Westport and the Norwalk Transit District. Consultant services are conducting the study.

A Study Advisory Committee composed of Westport, CTDOT and WestCOG staff to the SWRMPO guide the study.

Study Schedule

All but the final report and associated deliverables was completed in Phase 1. This phase will be completed early in FY2016.

Budget

Funding Source	Phase 1	CTDOT Staff Charges	Amount Available
Federal Share	\$150,000	\$15,000	\$135,000
Town/Agency Share – Westport State Rail Parking Account	\$37,500	\$3,750	\$33,750
Subtotal	\$187,500	\$18,750	\$168,750

Funding Source	Phase 2	CTDOT Staff Charges	Amount Available
Federal Share	\$150,000	\$15,000	\$135,000
Town/Agency Share – Westport State Rail Parking Account	\$37,500	\$3,750	\$33,750
Subtotal	\$187,500	\$18,750	\$168,750

Total	\$375,000	\$37,500	\$337,500
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Phase 2

This Phase will include the following, as well as other tasks to be determined during the course of Phase 1:

- Public Involvement and Outreach
- Detailed, in-depth analyses, renderings, and parking plan of preferred alternative(s)

Phase 2
Funding Sources

Federal	\$ 150,000
Local/State	\$ 75,000
Total	\$ 375,000

Expenditure
Allocation

Region	\$ 0
CTDOT	\$168,750
Consultant	\$337,500

Task 3.1.2

Project: Route 7 Assessment & Implementation Plan Phases 2/3

Sponsor:

Western CT Council of Governments (WestCOG) for the South Western Region MPO

Funding Source: Surface Transportation Program (STP)-Bridgeport Stamford

Project Objectives

The study will develop a phased implementation improvement plan for the Route 7 corridor from the vicinity of the Route 7 expressway and Route 123 (Norwalk) to Route 7 and Wolfpit Road (Wilton). This project is undertaken because the Connecticut Department of Transportation (CTDOT) determined in 2009 that funding for two longstanding priority projects¹ is not available. Because there are multimodal operational and safety needs in the corridor that are not addressed in any other active planning, design or funding programs, this initiative will fill a planning void that will begin with a review of planning and engineering work done to date and corridor transportation needs that are already identified. Implementable improvement opportunities in the corridor will be developed and positioned as near and mid-term or future long term and larger scale efforts. To prepare the action plan the project will review and synthesize available information from local, state and regional transportation projects and plans in the corridor; transportation, land use, environmental data and forecasts; identify needs and opportunities for multimodal safety and operational improvements; and, recommend improvement concepts and alternatives as well as cost estimates; and, initial criteria for project selection and priority setting will be proposed. Future phases will: develop preferred alternatives; produce an action plan; and include a public involvement and outreach component.

Study Scope – Phase 1

- Task 1: Scoping, Mobilization and Project Management – develop project timeline and hold project kick-off meeting,
- Task 2: Existing Conditions: Base mapping, review and synthesis of transportation projects and plans and identified needs; transportation and travel data, system operation and performance data, safety data, land use and development data and development assessment,
- Task 3: Future Conditions: 2020 forecasts; land use and environmental considerations and anticipated constraints, development of future peak volumes, Synchro and simulation analysis of future conditions,
- Task 4: Alternatives Development: concepts, alternatives and cost estimates, financial framework and fiscal constraints,
- Task 5: Alternatives Evaluation and Selection and Implementation Plan – evaluation of improvement alternatives, financing and implementation plan.

Phase 2/3 – STP Urban Funded \$125,000

In FY2015, study phases 2 and 3 are combined to undertake activities determined to be essential to developing implementable operational and safety improvements and to collect and analyze data for

¹ CTDOT projects that are tabled due to lack of funding are Route 7 & 15 interchange (Project 102-269), and Route 7 improvements from Grist Mill, Norwalk, to Wolfpit Road, Wilton (Project 102-305).

CTDOT's Route 7 and 15 interchange project as determined appropriate by CTDOT's Chief Engineer and others. A project review was held on April 24, 2014 and serves as the basis for future refinement of the study scope.

This phase of the study will include the following, as well as other tasks that will be determined during scoping and negotiations:

- Prepare a technical memo that updates the Final Phase 1 Report to reflect CTDOT, SWRPA and Norwalk and Wilton input.
- Initiate additional data collection and analyses of improvement alternatives for very near term, near term, and mid term
- Develop Long-Term Alternatives and refine very near term, near term and mid term alternatives that incorporate and address stakeholder input
- Develop and implement the public involvement plan.
- Develop a phase-financed Implementation Plan

Study Framework

The project is administered by the Western CT Council of Governments staff to the SWRMPO in cooperation with the Connecticut Department of Transportation (CTDOT), City of Norwalk, and Town of Wilton. Consultant services were provided by Urban Engineers Inc. as the prime consultant with FHI (a DBE) as the sub consultant. The same consultant team will be used for Phase 2 and Phase 3 because the RFQ covered all phases. A 10% DBE goal is recommended for Phase 3. A technical advisory committee composed of SWRPA, Norwalk, Wilton and CTDOT will guide the study.

Schedule – Phase 1

This phase was initiated and completed in FY2012.

Schedule – Phase 2/3

Funding for the project is in place. Consultant services will be initiated in FY2016, following scoping, fee negotiations, and execution of the WestCOG-consultant agreement.

Budget Phase 2/3 *(Not to exceed)*

<u>Funding Source – STP-B</u>		<u>Allocation</u>		<u>Total</u>
Federal	\$ 100,000	Consultant		\$ 100,000
State	\$ 25,000	State		\$ 12,500
Total	\$ 125,000	Region	\$ 12,500	
		Total		\$ 125,500

Task 3.1.3

Project: Stamford Bus and Shuttle Study

Sponsor: Western CT Council of Governments for SWRMPO

Funding Source: STP Urban

The purpose of the Stamford Bus and Shuttle Study is to complete a comprehensive evaluation of current bus transit and shuttle operations in the city, focusing on the Stamford Transportation Center (STC). The technical scope of services is organized in a phased approach, with Phase A focusing on the private shuttle issues and opportunities in Stamford and Phase B evaluating the broader urban transit opportunities in Stamford.

The study will begin with a detailed investigation of public and private shuttles serving the Stamford Transportation Center (STC), assessing impacts of the shuttle services on network operations and traffic circulation in and around the STC and providing governance and operating scenarios for efficient, coordinated delivery of transit service at the STC for employers and commuters. As scenarios are refined and advanced, more detailed analyses will test their potential against the existing network structure.

Following the initial focus on private shuttles and the potential for improvements to the current shuttle operations, the subsequent study phase will develop strategies to enhance additional components of the urban transit and transportation network including CT Transit services, roadway operations in the vicinity of the STC and along bus routes, last-mile connectivity improvements, and non-motorized access to, from and through the STC hub.

To the extent possible, the two study phases will be coordinated so that some tasks will be conducted concurrently to inform both efforts, to consolidate meetings, and for efficiency purposes.

The study phases and tasks are listed below:

Phase A: Private Shuttle Study

- **TASK 1: PROJECT MANAGEMENT AND STAKEHOLDER OUTREACH TO SUPPORT SHUTTLE STUDY**
- **TASK 2: SHUTTLE AND TRANSIT SERVICE – EXISTING CONDITIONS AND SCENARIO DEVELOPMENT**
- **TASK 3: SERVICE SCENARIO SIMULATION**
- **TASK 4: SHUTTLE IMPLEMENTATION PLAN**

Phase B: Broader Urban Transit Study

- **TASK 1: PROJECT MANAGEMENT, PUBLIC INVOLVEMENT, AND STAKEHOLDER OUTREACH**

- TASK 2: STAMFORD TRANSPORTATION NETWORK – EXISTING AND FUTURE CONDITIONS
- TASK 3: TRANSIT SERVICE RECOMMENDATIONS
- TASK 4: TRANSPORTATION NETWORK ALTERNATIVES AND RECOMMENDATIONS
- TASK 5: URBAN TRANSIT IMPLEMENTATION PLAN
- TASK 6: CONTINGENCY

Products

Phase A: Private Shuttle Study

Task 1

- Monthly progress reports and invoices specific to Phase A
- Phase A Study Committee Meeting agendas, presentation materials, and meeting summaries
- Written summaries of any individual stakeholder interviews or coordination meetings – brief summaries to document key discussions, decisions, and to document meeting
- Up to one (1) briefing document focused on findings of Shuttle Study
- Outreach summary for shuttle pop-up event
- Website (will support both Phase A and Phase B)
- A “Project Business Card” for broad distribution to aid in project visibility and resource references (will support both Phase A and Phase B)
- Project logo/banner (will support both Phase A and Phase B)

Task 2

- Written summaries of employer meetings
- Employer and employee e-survey and summary of results
- Draft technical memorandum of Existing Conditions and Scenario Development for review by Study Committee (3 rounds of review are assumed)
- Final technical memorandum of Existing and Conditions and Scenario Development

Task 3

- Draft technical memorandum of Service Scenario Simulation for review by Technical Committee (3 rounds of review are assumed)
- Final technical memorandum of Service Scenario Simulation

Task 4

- Draft technical memorandum of the Shuttle Implementation Plan for review by Study Committee (3 rounds of review are assumed)
- Final technical memorandum of the Shuttle Implementation
- Materials to support Meeting #4 – Final roll out of shuttle concept for Study Committee and Shuttle Community Public meeting

Phase B: Broader Urban Transit Study

Task 1 Deliverables

- Monthly progress reports and invoices
- Study Committee Meeting agendas, presentation materials, and meeting summaries
- Written summaries of any individual stakeholder interviews or coordination meetings – brief summaries to document key discussions, decisions, and to document meeting
- Materials for use at focus group meetings and brief summaries of meetings
- Up to four (4) briefing documents
- Up to two (2) PowerPoint Presentations for use by others
- Flyers and advertisements for all pop-up events
- Outreach summaries for all pop-up events
- Presentations: CTDOT, WestCOG MPO, City of Stamford, and a stakeholder group
- Website
- Up to three (3) virtual public meetings as part of the project website
- A “Project Business Card” for broad distribution to aid in project visibility and resource references

Task 2

- System goals for evaluation matrix tool (to be completed in Task 4)
- Draft technical memorandum of Existing and Future Conditions Assessment for review by Technical Committee (3 rounds of review are assumed)
- Final technical memorandum of Existing and Future Conditions Assessment

Task 3

- Draft technical memorandum of Transit Service Recommendations for review by the Study Committee (3 rounds of review are assumed)
- Final technical memorandum of Transit Service Recommendations

Task 4

- Transit alternatives evaluation matrix
- Micro simulation and visualization for some transit/transportation system alternatives
- Draft technical memorandum of Transportation Network Alternatives and Recommendations for review by Study Committee (3 rounds of review assumed)
- Final technical memorandum of Transportation Network Alternatives and Recommendations

Task 5

- An Implementation Plan that summarizes the various “projects” that result from the study recommendations. The Implementation Plan will include a summary table that identifies each project, its components, its phasing/priority, order-of-magnitude cost, potential funding sources, and suggested champion. This can serve as a stand-alone resource if desired. Final project briefing materials, website updates, and informational pieces (included in Task 1) will be included in the final plan deliverables.

Study Framework

The study will be administered by Western CT Council of Governments for the SWRMPO in cooperation with CTDOT, the City of Stamford and CTTransit. Consultant services will be retained for certain study components based on a qualifications based selection process. A Study Committee will be created to assist in this effort.

Schedule

The Study will be initiated in FY2015 and completed in FY2017.

Budget – Total

<u>Funding Source – STP-B</u>		<u>Allocation</u>		<u>Total</u>	
Federal	\$ 600,000	Consultant		\$ 735,000	
State	<u>\$ 150,000</u>	State		\$ 0	
Total	\$ 750,000	Region	<u>\$ 15,000</u>		
		Total		\$ 750,000	

Task 3.1.4

Project: **Stamford Bicycle and Pedestrian Plan**
Sponsor: **WestCOG for SWRMPO**
Funding Source: **STP Urban**

The purpose of this project is to create a Bicycle and Pedestrian Plan for the City of Stamford which considers the safety, accessibility, mobility, and input of all users and which delivers recommended policies and projects.

The Stamford Bicycle and Pedestrian Plan will be performed by WestCOG staff to the SWRMPO on behalf of the City of Stamford and the Connecticut Department of Transportation (CTDOT). A study technical committee will be established and a public involvement program will aim to involve diverse and interested stakeholders.

This project will bring together and build upon the numerous plans for and studies of Stamford performed in the last decade, including the 2014 Master Plan, that have recommended improved bicycling and walking facilities. This project will enable the City to create policies and guidelines as well as develop projects that follow the mandate of CONN. GEN. STAT. 13a-153f that “[a]ccommodations for all users shall be a routine part of the planning, design, construction and operating activities of all highways...in this state. This project will be performed at a time or significant population growth and development in the City as well as a time of increased interest in bicycling and walking in Stamford.

Study Framework

The study will be administered by WestCOG in cooperation with the City of Stamford and CTDOT. Consultant services will be retained for certain study components based on a qualifications based selection process. A Technical Advisory Committee will be created to work on this effort.

Study Scope

The work program tasks include:

1. Public Involvement
 2. Goals and Objectives
 3. Existing Conditions
 4. Analysis
 5. Findings and Recommendations
 6. Final Plan
 7. Project Management
-
1. Public Involvement
 - a. Technical advisory committee. Technical advisory committee will be composed of City, Regional, and CTDOT officials. Hold periodic meetings [a minimum of four onsite TAC meetings and other conference calls] throughout the study process.

- b. Public meetings. Hold 3 to 5 public meetings to give the public an opportunity to review and comment on the draft and final plan.
 - c. Website / social media. Create a study website that links to the websites of WestCOG and the City of Stamford. Use social media to communicate with the public.
 - d. Deliverables: technical advisory committee and public meetings; website
2. Goals and Objectives
- a. Goals and objectives. Work with the technical advisory committee and steering committee to develop goals and objectives for the Plan.
 - b. Peer review. Identify and review 3 comparable cities that have improved their bicycle and pedestrian transportation system. Assess what worked and what did not.
 - c. Deliverables: goals and objectives statement; peer review technical memorandum
3. Existing Conditions
- a. Existing plans and policies. Review existing city, regional, and state transportation plans. Review existing city transportation and land use policies. (Potential City/WestCOG task)
 - b. Demographic data. Collect and analyze demographic data to create a profile of the population who bicycles and walks. (Potential City/WestCOG task)
 - c. Existing bicycle and pedestrian routes. Identify existing on-road and off-road bicycle and pedestrian facilities. Inventory streets for bicycle and pedestrian facility suitability (classification, cross-section, speed, average daily traffic, geometry, land use).
 - d. Travel data. Collect and analyze bicycle and pedestrian travel data to the extent practical. Estimate future needs based on projected population and land use changes.
 - e. Crash data. Collect and analyze crash data to identify high crash locations.
 - f. ADA accessibility. Identify locations with ADA accessibility deficiencies. Consult CT DOT ADA transition plan. Review FHWA guidance on ADA requirements with regard to paving projects.
 - g. Deliverables: existing conditions technical memo
4. Analysis
- a. Safety. Based on the crash data analysis, identify countermeasures to improve safety at high crash and other unsafe locations.
 - b. Mobility. Identify new and improved on- and off-road facilities that would improve bicycle and pedestrian mobility and meet future demand.
 - c. Accessibility in compliance with the Americans with Disabilities Act (ADA)
 - i. ADA. Identify locations in need of ADA accessibility improvements. Consult CT DOT ADA transition plan.
 - ii. Bicycle parking. Identify locations to add bicycle parking
 - d. Intermodal connections. Identify ways to improve the connection between bicycling, walking, and other modes.
 - e. Policy. Propose new or revised City policies to better accommodate bicycles and pedestrians.
 - f. Deliverables: alternatives analysis technical memo

5. Findings & Recommendations
 - a. Recommended improvements
 - i. Facilities. Recommended new or improved facilities to improve the safety and mobility of bicycles and pedestrians.
 - ii. Cost estimates. Generate cost estimates for new or improved facilities.
 - iii. Prioritize. Prioritize improvements by safety, necessity, and cost.
 - b. Recommended policy
 - i. The City of Stamford now has a complete streets policy
 - ii. Land use. Propose City land use policies that support bicycle and pedestrian transportation. (Potential City/WestCOG task)
 - iii. Maintenance. Propose City maintenance policies that support bicycle and pedestrian transportation. (Potential City/WestCOG task)
 - c. Implementation strategy
 - i. Prioritize projects. Prioritize projects by cost and timeframe
 - ii. Performance measures. Create performance measures to track the implementation of the Plan.
 - d. Deliverables: recommended alternatives technical memo; implementation strategy technical memo, including recommended policies and legislation.
6. Final Plan
 - a. Final report. Produce a final report and executive summary.
 - b. Future bicycle-pedestrian system map. Produce a map showing the future bicycle-pedestrian transportation system.
 - c. Deliverables: 30 hard copies of: (1) final report; (2) executive summary; and 50 copies to the future bicycle-pedestrian system map
7. Project Management
 - a. WestCOG will administer the project in close cooperation with the City of Stamford, including: setting and overseeing the schedule, deliverables, public involvement, project discussions, and financial requirements.
 - b. The consultant will produce monthly invoices and reports.

Products

- Goals and objectives statement
- Peer review technical memorandum
- Existing conditions technical memo
- Alternatives analysis technical memo
- Recommended alternatives technical memo
- Implementation strategy technical memo
- Final Report and Executive Summary
- Future Bicycle-Pedestrian System Map

Schedule

The study will be initiated in FY2016 and completed in FY2017.

Budget

Allocation To be determined

Funding Sources

STP Urban	\$200,000
State	\$ 25,000
Local	\$ 25,000
Total	\$250,000

Task 3.1.5

Project: Noroton Heights Train Station Access Study
Sponsor: WestCOG for SWRMPO
Funding Source: STP Urban

This study will develop a plan and program for improved access, operations and safety of all users at and around the Noroton Heights Train Station (Train Station). In the coming years, the Train Station will be directly impacted by proposed mixed use and residential developments of significant size located within one-half mile of the station property. One of the projects, is complete and occupied; two of the projects are currently in the design phase; and a now-vacant property directly across the street from the Train Station is also likely to be developed. These transit-oriented developments are expected to bring significantly more people to the area by all modes to the area. This study will analyze these future needs and make recommend policies and projects to meet those needs.

The goal of the study is to combine critical information about and analyses of the area around the Train Station, including the use of and accessibility and mobility afforded by existing facilities. The study will focus on:

- 1) The Train Station facilities, including improved bicycle and scooter facilities (parking, lockers), handicapped accessibility, stairways, overpasses, station amenities and security provisions, and site access and circulation;
- 2) Sidewalks, crosswalks and bicycle routes in the area; and
- 3) Review of the actual Train Station location and its proximity (within a half mile) to four large developments, two of which are or will be mixed use developments

Study Framework

The study will be administered by WestCOG staff to the SWRMPO in cooperation with the Town of Darien and CTDOT. Consultant services will be retained for certain study components based on a qualifications based selection process. A Technical Advisory Committee will be created to work on this effort.

Study Scope

The study scope will follow a traditional framework: data collection; analysis; alternatives development; findings and recommendations; and, a final report which provides an implementation plan near term, mid-term and long term improvement priorities and strategies and identify opportunities.

Schedule

The study will be initiated in FY2016 and completed in FY2017.

Budget

Funding Sources

STP Urban	\$200,000
State	\$ 25,000
<u>Local</u>	<u>\$ 25,000</u>
Total	\$250,000

Allocation To be determined

Task 3.2: SWRMPO Technical Studies Funded by FTA

No FTA technical studies are anticipated.

Task 3.3: SWRMPO Technical Studies & Services Funded by Others

Task 3.3.1 CTDOT LOTCIP Administrative Services (NEW)

Project: South Western Region LOTCIP Administrative Services

Sponsor: WestCOG for SWRMPO

Funding Source: CTDOT LOTCIP to Regions

Study Framework

LOTICIP Administrative Services will be administered by WestCOG for the South Western Region. Consultant engineering task based services will provide the CTDOT LOTCIP-required administrative services and proscribed by CTDOT LOTCIP Guidelines:

http://www.ct.gov/dot/lib/dot/documents/dhighwaydesign/LOTICIP_guidelines_20131104.pdf

Study Scope

The consultant services scope will meet the requirements of the CTDOT LOTCIP program and will include: application review, design submission reviews, and program management. Program management assistance may include organizing project kickoff meetings, monitoring the progress of project design and construction, and providing the region with independent opinions of project costs and schedule during design. It is anticipated that kickoff meeting tasks will include the distribution and explanation of regional and CTDOT LOTCIP guidelines and project delivery process, a review of the responsibilities of all parties, a review of the project schedule, cost, design issues, and milestones, and the introduction of region-required LOTCIP language necessary in any construction contracts. It is anticipated that project monitoring will consist of obtaining and compiling project progress reports including completed construction cost and schedule reports and providing the progress reports to the region on a quarterly basis. Effective project monitoring may necessitate becoming familiar with and tracking critical design issues by periodically coordinating with the project designers, municipalities, and the region.

Schedule

The LOTICIP administrative services will begin following CTDOT approval of consultant selection, scope and fee approvals, and execution of the WestCOG – consultant services agreements. The estimated start is early FY2016. This project will continue until funds are exhausted.

Budget

Allocation

Consultant services \$149,170

Funding Sources

CTDOT \$149,170

Total \$149,170

Task 3.4: Technical Studies by Others

No technical studies by others are known at this time.

Task 3.5 South Western Region Technical Studies and Task Order Services Funded by the Unified Planning Work Program

The FY2016 & FY2017 UPWP allocated some resources to consultant services to support the transportation planning program. As shown in Table 3.1, this amount is \$1,543,750. Task-Based Consultant services to support the SWRMPO planning program is \$75,000 (FY2016) and \$201,508 (FY2017). If WestCOG staff to support the SWRMPO is increased and the UPWP will be modified to increase direct charging staff and reduce consultant services.

Task 2.18: Planning Activities Objective 2.18 Consultant Services will contract consultant services in support of the transportation planning program, including but not limited to: task based services; study of selected traffic/transit problems to identify deficiencies, alternatives and concepts for improvements or countermeasures; performance measures; and, technical assistance for SWRMPO or consultant studies or activities that exceed available staffing, technical capabilities or financial resources. Consultant services will be procured following the CTDOT RPO Procurement Procedures or its successor.

Consultant services and studies are classified according to the guidance provided in the *CTDOT RPO Procurement Procedures*². The procurement categories are: micro, small, mid-size and large as follows:

Micro or Small Purchase (RFP)

- Supporting Services – Preparation of Spanish versions of executive summaries of key transportation reports, such as the long range transportation plan and TIP, is an example of a supporting service to transportation planning activities that will be funded through this task. The commitment to Spanish language translations was made in the *2009 South Western Region Public Involvement Plan* and subsequent public involvement program evaluations and compliance reports. Other essential supporting services may be identified and approval for funding required.

Small or Mid-size Purchase (RFP)

- Task Order Consultant Services – to support on-going transportation planning activities, projects, programs and studies of the region and its stakeholders four broad areas of technical or specialized expertise and assistance will be arranged in a contract with one or more qualified firms. The contract for services will be for three years with a one year extension to complete assignments. Expertise or specialized service areas include:

² CTDOT Procurement Procedures/Consultant Selection Requirements Outline – September 2010
[“CTDOT Procurement Procedures/Consultant Selection Requirements – September 2010](#)

- Transportation planning and studies, including but not limited to multimodal transportation/transit planning, TDM, non-motorized transportation, and peer review
- Traffic engineering, including but not limited to engineering studies, capacity analysis and simulation using the latest available SYNCHRO model, sign warrant analysis, accident and safety analysis, parking assessments, traffic counting, and peer review
- Environmental planning and studies, including but not limited to climate change, NEPA, and peer review
- Graphics design services to support transportation planning activities, including but not limited to graphics for reports, presentation, web-based and other information.

Large-size Purchase (RFQ) – none at this time

Chapter 4

Financial Plan & Staffing

Table 4.1: Total Project Budget

Table 4.2: Total Project Budget by Task

Table 4.3: Staffing by Task

Table 4.4: WestCOG – SWRMPO Cost Allocation Plan

Table 4.5: Total Program Budget with Other Studies

Table 4.5: Maximum Hourly Rates & Staff Job Descriptions

Table 4.1

WestCOG - FY2016 & FY2017 South Western Region MPO UPWP Total Project Budget

		FY2015-2016	FY2016-2017	Total
WestCOG Direct Staff Salary Costs		\$ 310,000	\$ 319,000	\$ 629,000
Indirect Charges (BFO 148%)		\$ 458,800	\$ 472,120	\$ 930,920
Total Direct Salary & BFO		\$ 768,800	\$ 791,120	\$ 1,559,920
Direct Non-Salary Costs:				
	Consultant Services	\$ 75,000	\$ 201,508	\$ 276,508
	Travel/Meetings*	\$ 9,000	\$ 10,000	\$ 19,000
	Equipment	\$ -	\$ -	\$ -
	Printing/Legal Notices**	\$ 2,000	\$ 2,000	\$ 4,000
TOTAL		\$ 854,800	\$ 1,004,628	\$ 1,859,428

Note: Total includes consolidated FHWA-PL and FTA planning funds plus the required CTDOT and WestCOG matching funds

* Travel/Meeting budget includes direct mileage/travel reimbursements & cost of special conferences for 4 planners (TBD) and software.

** Printing/Legal Notices budget includes possible outsource printing of LRTP & other task-based publications (TBD)

Table 4.2

WestCOG - FY2016 & FY2017 South Western Region MPO UPWP Task Budget

		FY2015-2016	FY2016-2017	Total
Task 1 - Data Collection and Analysis		\$ 192,200	\$ 197,780	\$ 389,980
Task 2 - Planning Activities		\$ 384,400	\$ 395,560	\$ 779,960
Task 3 - Public Participation		\$ 99,944	\$ 102,846	\$ 202,790
Task 4 - Management of the Planning Process		\$ 92,256	\$ 94,934	\$ 187,190
Subtotal - FHWA and FTA Funded Tasks by Staff Salary		\$ 768,800	\$ 791,120	\$ 1,559,920
Direct Charges (noted above)		\$ 86,000	\$ 213,508	\$ 299,508
TOTAL - FHWA and FTA Consolidated Planning Program		\$ 854,800	\$ 1,004,628	\$ 1,859,428

Table 4.3 - WestCOG South Western MPO FY2016 & 2017 UPWP Staffing by Task Revised

FY2016 & 2017 Direct Charging Staff	Task 1	Task 2	Task 3	Task 4	Total
Job Title	Weeks	Weeks	Weeks	Weeks	Weeks
Sr. Transportation Manager/Coordinator	10.8	21.5	5.6	5.2	43.0
Senior Planners (Transportation, Regional)	20.8	41.5	10.8	10.0	83.0
Planners (Transportation, Regional, Associate Planners & GIS Positions)	30.0	60.0	15.6	14.4	120.0
Intern					
Part Time or Temp Planner or Technician					
Total Direct Staffing (FHWA, FTA & Local)	61.5	123.0	32.0	29.5	246.0
Task Budget FY2015-2016	\$ 192,200	\$ 384,400	\$ 99,944	\$ 92,256	\$ 768,800
Task Budget FY2016-2017	\$ 197,780	\$ 395,560	\$ 102,846	\$ 94,934	\$ 791,120
Percentage of Total Direct Salary Budget	25%	50%	13%	12%	100%

FY2016 & 2017 Indirect Charging Staff	Task 1	Task 2	Task 3	Task 4	Total
Job Title	Weeks	Weeks	Weeks	Weeks	Weeks
Executive Director				10.8	10.8
Senior Financial Manager				6.5	6.5
Office Manager			2.2	4.3	6.5
Total Indirect Staffing (FHWA, FTA & Local)	0.0	0.0	2.2	21.5	23.7

FY2016 & 2017 Direct & Indirect Staff Weeks	Task 1	Task 2	Task 3	Task 4	Total
Total Staffing (FHWA, FTA & Local)	61.5	123.0	34.1	51.0	269.7

Notes:

The WestCOG work week is 35 hours.

UPWP Tasks 1-4 are funded by the Transportation Planning Program and shown in this table.

Table 4.4
WestCOG - South Western Region MPO
FY2015-2016 & FY2016-2017 Unified Planning Work Program
Total Funding Available to WestCOG - Including Other Transportation Planning Studies

Total Program Budget Available to WestCOG						
Program	Federal	FTA	State	WestCOG	2014 Carry-over	Total
FHWA-PL & FTA for FY2015-2016	\$ 450,039	\$ 120,792	\$ 71,354	\$ 71,354	\$ 141,261	\$ 854,800
FHWA-PL & FTA for FY2016-2017	\$ 457,176	\$ 124,343	\$ 114,589	\$ 114,589	\$ 193,931	\$ 1,004,628
Total Other Transportation Funding Underway	\$ 1,230,000	\$ 220,000	\$ 31,250	\$ -	\$ 37,500	\$ 1,518,750
TOTAL	\$ 2,137,215	\$ 465,135	\$ 217,193	\$ 185,943	\$ 372,692	\$ 3,378,178

Table 4.4
WESTERN CONNECTICUT COUNCIL OF GOVERNMENTS
COST ALLOCATION PLAN - March 2015

WCCOG Expense	DIRECT COSTS*	INDIRECT COSTS**
Salaries	✓	✓
Payroll taxes		✓
Group Benefit Insurance		✓
Pension		✓
Consultants	✓	✓
Accounting & Legal Services		✓
Other services	✓	✓
Rent		✓
Telephone		✓
Reproduction	✓	✓
Maintenance Agreements	✓	✓
Office Supplies		✓
Travel	✓	✓
Dues & subscriptions	✓	✓
Postage		✓
Agency Liability Insurance		✓
Equipment rental		✓
Equipment purchases	✓	✓
Depreciation		✓
Legal Notices/Ads	✓	✓
Meetings/Seminars/Training	✓	✓
Recruitment		✓
Software	✓	✓
Miscellaneous	✓	✓

*Direct Costs include salaries directly chargeable to various grants according to specifications of executed agreements; consultants retained to execute work on approved agreements; and approved chargeable travel expenses, meeting & seminar costs; reproduction fees, special software or equipment purchases; and other miscellaneous costs associated with direct contracts.

** Indirect Costs include all expenses not directly chargeable to current contracts/grants, but are absorbed into the calculated and annually audited burden, fringe & overhead rate.

Report Prepared by:
Patricia Payne
Office & Financial Administrator
Date: March 30, 2015

Table 4.5
WestCOG - South Western Region MPO
FY2015-2016 & FY2016-2017 Unified Planning Work Program
Total Funding Available to WestCOG - Including Other Transportation Planning Studies

Total Program Budget Available to WestCOG						
Program	Federal	FTA	State	WestCOG	2014 Carry-over	Total
FHWA-PL & FTA for FY2015-2016	\$ 450,039	\$ 120,792	\$ 71,354	\$ 71,354	\$ 141,261	\$ 854,800
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Total Other Transportation Funding Underway	\$ 1,230,000	\$ 220,000	\$ 31,250	\$ -	\$ 37,500	\$ 1,518,750
TOTAL	\$ 2,137,215	\$ 465,135	\$ 217,193	\$ 185,943	\$ 372,692	\$ 3,378,178

**Table 4.6
FY2016 & 2017 WestCOG UPWP**

Job Titles	Maximum Hourly Rates
<i>Planning Staff - Direct Salary Charge</i>	
Deputy Director	\$58.00
Principal Planner	\$51.00
Senior Transportation/Regional Planner	\$43.00
Transportation/Regional Planner	\$40.00
Junior Planner	\$38.00
Associate Planner	\$36.00
Assistant Planner	\$32.50
Planning Aide/Intern	\$25.00
<i>Specialized Staff - Direct Salary Charge</i>	
Senior Transportation Manager/Coordinator	\$58.00
Transportation Manager	\$50.50
Senior Project Manager	\$58.00
Project Manager	\$50.50
Senior GIS Manager/Coordinator	\$51.00
GIS Manager	\$43.50
GIS Analyst	\$36.00
<i>Project Staff (temporary)</i>	
Senior Consulting Planner	TBD
Consulting Planner	TBD
<i>Administrative Staff - Indirect Salary Charge</i>	
Executive Director	\$72.00
Senior Financial Manager	\$51.00
Financial Manager	\$33.00
Office Manager	\$31.00

Prepared by Western Connecticut Council of Governments - April 2015

Western Connecticut Council of Governments (WestCOG) Job Descriptions

Executive Director

With program and goals set by the Policy Board, the Executive Director plans, develops and directs the implementation of a comprehensive regional/transportation planning program for the WestCOG MPOs to fulfill the requirements of the Connecticut General Statutes, federal transportation planning requirements and other relevant policies and statutory requirements. Serves concurrently as Executive Director supporting the South Western Region Metropolitan Planning Organization (SWRMPO) and the Housatonic Valley Metropolitan Planning Organization (HVMPO), which are the federally-recognized transportation policy boards for the Western Connecticut Region. Oversees all planning efforts for WestCOG; supervises all staff; assures compliance with state and federal requirements, and serves as point of contact for federal, state, and municipal officials on all legislative and policy matters. Represents WestCOG in meetings and with governmental agencies, businesses, non-profits, professional and other public organizations at the national, state and local levels. Oversees budget, audit, and financial reporting; Prepares agendas, minutes, position papers and testimony as needed. Reports to the Policy Board.

Senior Transportation Manager/Coordinator

Under minimal supervision, provides technical planning and administrative support to the Metropolitan Planning Organizations of the WestCOG. Ensures that the 3 “C” federal urban transportation planning process is carried out for the WestCOG region. Provides project management for transportation programs and projects; manages core transportation activities such as corridor studies, federal funding programs and/or special projects. Responsible for management of federally required planning efforts such as LRTP, TIP, AQ Conformance, Public Involvement and Title VI programs. Serves as liaison to federal, state, and local transportation officials and agencies, including involvement with emergency management in the region. Works with other agencies with transportation interests to pursue or implement regional and state transportation policies and programs. This position reports to the Executive Director.

GIS Coordinator/GIS Manager

The GIS Coordinator is responsible for advancing the Agency’s GIS work program and supporting the overall transportation and regional planning work programs for the organization. Under minimal supervision, the GIS Coordinator will lead the Agency’s GIS work program, manage intermunicipal GIS projects, and coordinate the Region’s GIS group as well as provide technical support to the Region’s member municipalities and its stakeholders. Responsible for GIS software applications (ArcGIS) and data interpretation in the fields of transportation, and land use; management of the intermunicipal GIS projects in close coordination with state and municipal partners/vendors. Supports and conducts research, preparing analyses, maps and reports, workshops, grant applications, and studies relating to the transportation planning program, including the TIP, LRTP, and special projects, including tasks associated with the MPOs of the WestCOG region and the Regional Plan of Conservation and Development (POCD). This position reports to the Executive Director.

Senior Transportation Planner

Under minimal supervision, provides technical planning support and project management for programs including the Transportation Unified Planning Work Program, the MPOs of the WestCOG region, and other grants as appropriate. Conducts research and performs analyses regarding transportation, land use, demographics, economic development, environmental impact, housing, legislation, recreation or other planning activities for projects and assignments. Assists in the interpretation and impact of state statutes pertaining to transportation/land use/housing legislation. Prepares maps and other graphics using GIS as related to the transportation work program; assists in the preparation of the LRTP, TIP, organizing forums and workshops for all related planning issues. Responsible for contract administration, consultant selection, coordination with CTDOT, and local officials, and in all aspects of public involvement. This position reports to the Executive Director.

Senior Regional Planner

Under minimal supervision, the Senior Regional Planner provides technical planning support to overall WestCOG transportation and regional planning programs and is responsible for moving WestCOG's environmental initiatives and emergency planning efforts forward. Provides support for transportation and land use work programs, which include including the Transportation Unified Planning Work Program and the Regional Plan of Conservation and Development (POCD) , support to the MPOs of the WestCOG region, the State Grant-in-Aid Program and other grants as appropriate. Assists in the interpretation and impact of state statutes pertaining to transportation/land use/housing legislation. Conducts research and prepares studies and analyses regarding sustainability, environmental issues, mapping (GIS), housing, emergency planning, and other planning activities relating to the mission of the organization. Responsible for technical presentations and workshops along with other public events related to regional issues. This position reports to the Executive Director.

Transportation Planner

Under the supervision of senior staff, provides technical and administrative support for the MPOs of the WestCOG region, and special transportation studies and projects. Conducts research and performs analyses regarding transportation, land use, demographics, economic development, housing and other planning activities for projects, programs and plans. Assists in the development of the LRTP, TIP, congestion management program, and other planning activities and documents. Supports senior staff on transportation projects and programs including monitoring of consultant performance, invoicing, report preparation, and coordination of meetings with stakeholders. Organizes meetings, assists in development of meeting agendas, mailings, meeting summaries and progress reports. Acts as a liaison with public and private agencies and citizens. This position reports to the Executive Director.

Regional Planner

Under supervision, the Regional Planner is responsible for assisting in moving the organization's environmental initiatives forward and providing support for the Agency's transportation and land use work programs. Knowledge will include issues related to flooding, water quality coastal sustainability, emergency planning, transportation planning; and experience with coordinating public outreach. Conducts research and prepares studies and analyses regarding sustainability and climate change, transportation,

including service to the MPOs of the WestCOG region, land use, demographics, economic development, environmental issues, mapping (GIS), housing, emergency planning, and other planning activities for Agency projects and programs. Prepares draft reports, spreadsheets, databases and analyses related to the transportation, land-use and emergency planning programs. Prepares and gives technical presentations and organizes workshops and other public events related to environment, transportation and land use. This position reports to the Executive Director.

Senior Financial Manager/Office & Financial Administrator

Under minimal supervision, provides administrative support to the Executive Director and Policy Board, and is responsible for overall office activities including automated recordkeeping, financial reports/presentations for the WestCOG and its programs - including the South West Region MPO, accounts payable/receivable function, budgeting, annual government audit, facilities management, grant tracking, capital purchases and all duties relating to financial management; also coordinates work programs with the Financial Manager and Office Manager in all responsibilities for payroll and human resources benefit coordination; assists others as assigned, including website maintenance and IT support. This position reports to the Executive Director.

Office Manager

Under direct supervision, performs a variety of office administration duties for WestCOG and clerical tasks to support the needs of the Executive Director, the Council Board, the MPOs of the WestCOG region and professional staff. Types correspondence, memos, meeting notices and reports; data entry in various computer applications, including Excel and Access; responsible for managing office equipment, i.e. fax, copier, postage meter, telephone system etc. Other duties include: maintaining organizational records, Outlook database, organizes logistics for various meetings, files and office supply inventory, as well as placing public notices and media releases. This position reports to the Executive Director.

The following is a description of the WestCOG direct charge staff resources to be utilized for the implementation of the HVMPO's FY-2016 and FY-2017 UPWP.

Deputy Director

As chief transportation planner for the MPOs of the WestCOG region, the Deputy Director has direct responsibility for the management of the MPO's transportation planning program, and provides leadership, guidance and coordination in bringing together key people, organizations and resources to pursue and implement local, regional and state transportation policies, programs and projects. Serves as primary liaison with CT DOT and US DOT. Works with CT DOT and area municipalities to advance the planning and implementation of transportation projects and oversees the MPO's administrative process.

Senior Project Manager

The Senior Project Manager assists in the development and management of the MPOs of the WestCOG region transportation programs and projects, has liaison duties between local, regional, state and federal agencies, and is assigned responsibility for managing individual transportation planning programs and projects. Undertakes data research, analysis and report preparation activities, provides technical planning

assistance to area municipalities, provides leadership in the application of GIS resources for transportation planning, and provides assistance in fulfilling the MPO's administrative requirements.

Senior Planner

The Senior Planner provides technical planning support for Unified Planning Work Program activities, conducts research and performs analyses, assists in the analysis and interpretation of transportation related state policies and regulations, prepares maps and other graphics, assists in the preparation of the LRTP, the TIP, and organizing forums and workshops for related transportation planning issues for the MPOs of the WestCOG region.

Associate Planner (New)

The Associate Planner provides technical planning support for the MPOs of the WestCOG's Unified Planning Work Program activities, conducts research and performs analyses, assists in the analysis and interpretation of transportation related state policies and regulations, prepares maps and other graphics, assists in the preparation of the LRTP, the TIP, and organizing forums and workshops for related transportation planning issues.

Senior GIS Manager

The Senior GIS Manager is responsible for advancing the GIS work for the MPOs of the WestCOG region's work program for transportation planning analysis and products. The GIS Coordinator leads the MPO's GIS work program, provides technical support, data interpretation in the fields of transportation and land use, and provides coordination with state and municipal partners, and vendors involved in the MPO's transportation program, conducts research and prepares analyses, maps and reports, workshops, and studies relating to the transportation planning program.

Geographic Information Systems (GIS) Manager

The Geographic Information Systems Manager performs data development activities related to the MPO's of the WestCOG region, including the updating of existing data files and the creation of new data resources utilized in the MPO's ongoing transportation planning process. Develops and maintains metadata of the MPO's transportation projects, provides spatial analysis assistance to transportation planning activities and responds to varied requests for transportation related mapping products at the regional and local levels.

Chapter 5

Documentation

CHAPTER 5. DOCUMENTATION

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**SOUTH WESTERN REGION
METROPOLITAN PLANNING ORGANIZATION**

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888 WASHINGTON BOULEVARD • STAMFORD, CT 06901 • (203) 316-5190 • FAX (203) 316-4995

RESOLUTION #2015-004

**ANNUAL CERTIFICATION OF METROPOLITAN TRANSPORTATION PLANNING BY THE
SOUTH WESTERN REGION METROPOLITAN PLANNING ORGANIZATION – APRIL 2015**

WHEREAS:

The Metropolitan Planning Organization of the South Western Region is the designated Metropolitan Planning Organization for the South Western Region (SWRMPO) and is the policy board for metropolitan transportation planning in the South Western Region of Connecticut.

BE IT RESOLVED:

That the SWRMPO certifies that the metropolitan transportation planning process is being carried out in accordance with the terms and provisions of 23 U.S.C. 134, 49 U.S.C. 5303, and the metropolitan planning regulations at 23 CFR 450 (dated February 14, 2007) and that all applicable provisions relative to the involvement of public and private providers of mass transit, Civil Rights, involvement of minority business enterprises, special efforts for elderly and disabled persons, the Clean Air Act, 23 USC and 49 USC, and 23 CFR 450.334(a) have been satisfied.

This resolution is in full force and effect April 16, 2015.

Date: April 16, 2015



Jaymie Stevenson
First Selectman, Darien

**AUTHORIZING RESOLUTION
FOR AN AGREEMENT BETWEEN WESTCOG
AND CTDOT FOR FUNDING HVMPO AND SWRMPO
TRANSPORTATION PLANNING FOR FY2016 AND FY2017**

May 21, 2015

WHEREAS The South Western Region Metropolitan Planning Organization (SWRMPO) and the Housatonic Valley Metropolitan Planning Organization (HVMPO), in cooperation with the Connecticut Department of Transportation (CTDOT), the Federal Highway Administration, and the Federal Transit Administration, are responsible for carrying out the urban transportation planning processes within their respective MPO regions;

WHEREAS the SWRMPO and HVMPO Unified Planning Work Programs are developed in cooperation with the Connecticut Department of Transportation, U.S. Department of Transportation, and transportation stakeholders;

WHEREAS SWRMPO and HVMPO, in cooperation with CTDOT, are responsible for adopting their respective Unified Planning Work Programs, and those Work Programs document the federally required FY2016 and FY2017 metropolitan transportation planning work tasks;

WHEREAS WestCOG, as the Hosting Agency for SWRMPO and HVMPO, and in cooperation with CTDOT, will contract to receive and disperse planning funds to carry out the adopted Unified Planning Work Programs;

BE IT RESOLVED, that Chairman Matthew Knickerbocker or Vice Chairman Jayme Stevenson are hereby authorized to direct Executive Director Francis Pickering to act on behalf of the Western Connecticut Council of Governments in negotiating and executing all appropriate and necessary contractual instruments with the CT Department of Transportation for undertaking SWRMPO and HVMPO regional transportation planning.

Such contracts are for the purpose of obtaining financial assistance to carry on a mutually agreed upon program of transportation planning, as detailed in the SWRMPO and HVMPO Unified Planning Work Programs cited above.

This resolution is effective May 21, 2015.

Resolution Certified By:



Susan Chapman, Secretary



**SOUTH WESTERN REGION
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RESOLUTION #2015-004

**ANNUAL CERTIFICATION OF METROPOLITAN TRANSPORTATION PLANNING BY THE
SOUTH WESTERN REGION METROPOLITAN PLANNING ORGANIZATION – APRIL 2015**

WHEREAS:

The Metropolitan Planning Organization of the South Western Region is the designated Metropolitan Planning Organization for the South Western Region (SWRMPO) and is the policy board for metropolitan transportation planning in the South Western Region of Connecticut.

BE IT RESOLVED:

That the SWRMPO certifies that the metropolitan transportation planning process is being carried out in accordance with the terms and provisions of 23 U.S.C. 134, 49 U.S.C. 5303, and the metropolitan planning regulations at 23 CFR 450 (dated February 14, 2007) and that all applicable provisions relative to the involvement of public and private providers of mass transit, Civil Rights, involvement of minority business enterprises, special efforts for elderly and disabled persons, the Clean Air Act, 23 USC and 49 USC, and 23 CFR 450.334(a) have been satisfied.

This resolution is in full force and effect April 16, 2015.

Date: April 16, 2015



Jaymie Stevenson
First Selectman, Darien

SOUTH WESTERN REGION METROPOLITAN PLANNING ORGANIZATION

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Resolution #2008-013

Transportation Planning Roles and Responsibilities – June 2008

WHEREAS: The South Western Region Metropolitan Planning Organization (SWRMPO) is designated as the transportation planning policy board for the South Western Region by the Governor of the State of Connecticut; and that the South Western Regional Planning Agency (SWRPA) is the designated transportation planning agency.

WHEREAS: Federal regulations (23 CFR 410.310) require that the responsibilities for cooperatively carrying out transportation planning (including corridor and subarea studies) and programming shall be clearly identified in an agreement or memorandum or understanding between the State and the MPO.

WHEREAS: The USDOT and the Connecticut Department of Transportation have developed a Statement of MPO Planning Roles and Responsibilities that fulfills the requirements of 23 CFR 410.310.

WHEREAS: The Statement of MPO Planning Roles and Responsibilities will be an appendix to the FY2009 and FY2010 Unified Planning Work Program.

Be it resolved, that the South Western Region Metropolitan Planning Organization hereby:

Endorses the *Statement of MPO Planning Roles and Responsibilities* and approves its addition to the FY2009 and FY2010 Unified Planning Work Program

This resolution is effective **June 30, 2008.**

Dated: **June 30, 2008.**

By:



Woody Bliss,
Chairman

**Appendix to FY2009 and FY2010 Unified Planning Work Program
Statement of MPO Planning Roles & Responsibilities
Endorsed by the South Western Region MPO on June 30, 2008**

Purpose

The purpose of this statement is to outline the roles and responsibilities of the State, the South Western Regional Planning Agency (SWRPA), the South Western Region Metropolitan Planning Organization (SWRMPO), and appropriate providers of public transportation as required by 23 CFR Sec. 450.310. This statement is in lieu of a formal Memorandum of Agreement, per Section 450.310(e), and is incorporated in the Unified Planning Work Program per 23CFR450.314.

General Roles & Responsibilities

SWRPA/SWRMPO will perform the transportation planning process for their region and develop procedures to coordinate transportation planning activities in accordance with applicable federal regulations and guidance. The transportation process will, at a minimum, consist of:

1. Preparation of an annual Unified Planning Work Program that lists and describes all transportation planning studies and tasks to be completed during the year.
2. Preparation and update of a long range, multi-modal regional transportation plan.
3. Preparation and maintenance of a short-range transportation improvement program (TIP).
4. Financial planning to ensure plan and program are financially constrained and within anticipated funding levels.
5. Conduct of planning studies and system performance monitoring, including highway corridor and intersection studies, transit system studies, application of advanced computer techniques, and transportation data collection and archiving.
6. Public outreach, including survey of affected populations, electronic dissemination of reports and information (website), and consideration of public comments.
7. Ensuring the transportation planning process does not have a significant or disproportionate impact on low income, minority and transit dependent Title VI populations.
8. Development and implementation of a Congestion Management Process as appropriate.
9. Ensuring plans, projects and programs are consistent with and conform to air quality goals of reducing transportation-related emissions and attaining National Ambient Air Quality Standards.

Long Range Transportation Plan

1. SWRPA/SWRMPO will be responsible for preparing and developing the long range (20–25 years) transportation plan for the region.
2. SWRPA/SWRMPO may develop a transportation plan summary report for the region that includes the key issues facing the area and priority programs and projects.
3. ConnDOT will provide the following information and data in support of developing the transportation plan:
 - a. Financial information - estimate of anticipated federal funds over the 20-25 year time frame of the plan for the highway and transit programs.
 - b. Trip tables - for each analysis year, including base year and the horizon year of the plan by trip purpose and mode.
 - c. Traffic count data for state roads in the South Western Region, and transit statistics as available.
 - d. List of projects of statewide significance by mode, with descriptions, so that they can be incorporated into the regional transportation plans.
 - e. Assess air quality impacts and conduct the regional emissions assessment of the plan. Will provide the results of the assessment in a timely manner to allow inclusion in the plan and to be made available to the public at public information meetings. (Refer to air quality tasks.)

4. SWRPA will consult with the appropriate providers of public transportation on local bus capital projects to include in the transportation plan, and will work together to develop local bus improvements for the plan from the 10-year capital program. Through consultation, they will identify future local bus needs and services, including new routes, service expansion, rolling stock needs beyond replacement, and operating financial needs.

Transportation Improvement Program (TIP)

1. The TIP will be prepared and compiled through a consultative process between ConnDOT, SWRPA and the appropriate provider(s) of public transportation.
2. ConnDOT will prepare an initial list of projects to include in the new TIP. This list will be based on the current TIP that is about to expire and an assessment of which projects will be obligated for funding before the end of the current federal fiscal year.
3. ConnDOT, SWRPA and transit provider(s) – ConnDOT will solicit comments on the TIP and incorporate where practicable.
4. ConnDOT will provide detailed project descriptions, cost estimates and program schedules. The project descriptions will provide sufficient detail to allow SWRPA to explain the projects to the SWRMPO and the general public.
5. ConnDOT will provide a list of projects obligated during each of the federal fiscal years covered by the expiring TIP/STIP. The annual listing of obligated projects should include both highway and transit projects.
6. SWRPA will compile the TIP for the Region, including preparing a narrative. Projects will be categorized by federal aid program and listed in summary tables. The TIP will be converted into a format that will allow it to be downloaded to the Region's website. SWRPA will maintain the TIP by tracking amendments and changes to projects (schedule, scope and cost) made through the administrative action process.
7. ConnDOT will develop the STIP based on the MPOs' TIPs and projects located in the rural regions of the State.
8. ConnDOT will include one STIP entry each for the Bridge program, the Highway Safety Improvement program and the Recreational Trails program. This entry will list the total funds needed for these programs for each fiscal year. All Regions will receive back up lists in the form of the Connecticut Bridge Program, the Office of Traffic Engineering Safety Plan and the Recreational Trails program administered by the Department of Environmental Protection. The one line entry will reduce the number of entries needed in the STIP.
9. ConnDOT will provide proposed amendments to SWRPA/SWRMPO for consideration. The amendment will include a project description that provides sufficient detail to allow SWRPA to explain the proposed changes to the SWRMPO. It will also provide a clear reason and justification for the amendment. If it involves a new project, ConnDOT will provide a clear explanation of the reasons and rationale for adding it to the TIP/STIP.
10. When an amendment to the TIP/STIP is being proposed by the SWRPA/ SWRMPO, the project sponsor will consult with ConnDOT to obtain concurrence with the proposed amendment and ensure financial consistency.
11. ConnDOT will provide a financial assessment of the STIP with each update. SWRPA should prepare a TIP summary table listing all projects by funding program sorted by year based on ConnDOT's financial assessment.

Air Quality Planning

1. ConnDOT and SWRPA may meet at least once per year to discuss the air quality conformity process, the regional emissions analysis and air quality modeling.
2. ConnDOT will conduct the regional emissions analysis, which includes the South Western Region and provide the results to the SWRPA/SWRMPO. The regional emissions analyses for the build or future years will include the proposed transportation improvements included in the regional long-range transportation plans and TIP.

3. SWRPA will prepare a summary report of the conformity process and regional emissions analysis for the Region. It will contain a table showing the estimated emissions from the transportation system for each criteria pollutant and analysis year.
4. The summary report on the regional emissions analyses will be inserted into the long-range transportation plan and TIP.
5. SWRPA will make the regional emissions analysis available to the public.

Public Participation Program

1. SWRPA/SWRMPO will annually review and evaluate its public participation program.
2. SWRPA will update and prepare a list of neighborhood and local organizations and groups that will receive notices of MPO plans, programs and projects.
3. SWRPA/SWRMPO will work to ensure that low-income, minority and transit dependent areas are afforded an adequate opportunity to participate in the transportation planning process, receive a fair share of the transportation improvement benefits and do not endure a disproportionate transportation burden. They will comply with federal legislation on these issues.
4. SWRPA/SWRMPO process for developing plans, projects, and programs will include consultation with state and local agencies responsible for land use and growth management, natural resources, environmental protection, conservation and historic preservation.
5. SWRPA will maintain their website to provide clear and concise information on the transportation planning process and provide an opportunity to download reports and documents. This will include developing project and study summaries, converting reports into a pdf or text format, and maintaining a list of available documents. The website will provide links to other associated organizations and agencies.

Public Transportation Planning

1. SWRPA/SWRMPO will allow for, to the extent feasible, the participation of transit providers at all transportation technical and policy board meetings to provide advice, information and consultation on transportation programs within the planning region.
2. SWRPA/SWRMPO will provide the opportunity for the transit providers to review and comment on planning products relating to transit issues within the region.
3. SWRPA/SWRMPO will allow for transit provider(s) to participate in UPWP, long-range plan, and TIP development to insure the consideration of any appropriate comments.
4. SWRPA and ConnDOT will assist the transit provider(s) to the extent feasible with planning for transit related activities.

Fiscal/Financial Planning

1. The ConnDOT will provide SWRPA with up-to-date fiscal and financial information on the statewide and regional transportation improvement programs to the extent practicable. This will include:
 - a. Anticipated federal funding resources by federal aid category for the upcoming federal fiscal year, as shown in the TIP financial chart.
 - b. Annual authorized funds for the STP-Urban account.
 - c. Annual authorized funds for the FTA Section 5307 Program.
 - d. A listing of FTA Section 5309 Bus and Section 5309 New Starts projects that are earmarked in federal legislation and also as appropriated by Congress.
 - e. Monthly updates of STP-Urban Program showing current estimated cost & scheduled obligation dates.
2. The ConnDOT will notify SWRPA when the anticipated cost of a project, regardless of funding category, has changed in accordance with the agreed upon TIP/STIP amendment and administrative action process.

3. SWRPA will prepare summary tables and charts that display financial information for presentation to the SWPMPO.

Congestion Management Process (CMP) Program

1. The ConnDOT, as state's primary CMP, will provide SWRPA its congestion screening report.
2. SWRPA will review the congestion screening report and select critical corridors for analysis as a second level CMP in the state.
3. SWRPA will conduct a highway performance monitoring program that includes the collection of traffic counts, conduct of travel time surveys, and determination of travel speeds and delay.
4. SWRPA will conduct congestion strategies studies for critical corridors and identify possible improvements to reduce congestion and delay.
5. SWRPA will work with ConnDOT on programming possible congestion-reducing projects.
6. SWRPA will, upon implementation of a congestion reduction improvement, assess post-improvement operations and determine level of congestion relief.

Intelligent Transportation Systems (ITS) Program

1. The ConnDOT will maintain the statewide ITS architecture and ensure consistency with the Regional ITS Architecture for the South Western Region.
2. The ConnDOT will maintain and update the Regional ITS Architecture for the South Western Region, where appropriate.

Amendment

This Statement on Transportation Planning may be amended from time to time or to coincide with annual UPWP approval as jointly deemed necessary or in the best interests of all parties, including Federal transportation agencies.

Effective Date

This Statement will be effective after it has been endorsed by the SWRMPO, and as soon as the UPWP has been approved by the relevant Federal transportation agencies.

No Limitation on Statutory Authority

Nothing contained in this Statement is intended to or shall limit the authority or responsibilities assigned to signatory organizations under Connecticut law, federal law, local ordinance, or charter.

**AIR QUALITY CONFORMITY INTERAGENCY CONSULTATION
PROCESS**

Connecticut Metropolitan Planning Organizations

June 2010

A Procedural Policy Developed by:

Connecticut Department of Transportation
Census/Modeling Unit

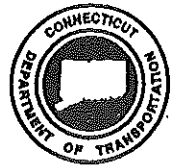
In Cooperation With:

Federal Transit Administration
Federal Highway Administration
United States Environmental Protection Agency
Connecticut Department of Environmental Protection
Connecticut Metropolitan Planning Organizations

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STATE OF CONNECTICUT
DEPARTMENT OF TRANSPORTATION



2800 BERLIN TURNPIKE, P.O. BOX 317546
NEWINGTON, CONNECTICUT 06131-7546

Phone:

February 25, 2015

TO: Regional Planning Organization (RPO) Directors

FROM: Maribeth Wojenski *Maribeth Wojenski*
Transportation Assistant Planning Director
Bureau of Policy and Planning

SUBJECT: Fiscal Year (FY) 2016 - 2017 Unified Planning Work Program (UPWP)

The enclosed tables identify the combined **estimated** Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) planning funds available to the Regional Planning Organizations (RPOs) for the FY2016 - FY2017 UPWP. Please note that PL funds released from FY2013/2014 will be available for this contract year. Any remaining FTA carryover funds are not listed on the tables.

The UPWP should cover a two-year period using the estimated funds. The UPWP Agreement will cover the period from July 1, 2015 through June 30, 2017, and may be subject to adjustment consistent with Federal apportionments and rescissions enacted in these years.

Any tasks from your FY2015 UPWP that continue into FY2016 or FY2017 must be included in the new UPWP. State matching funds currently under contract cannot be used to reimburse costs incurred after June 30, 2015. The Department of Transportation (Department) anticipates being able to provide the State match for this year of PL and FTA planning funds, and for the FY2013/2014 released PL. There is no guarantee that the Department can match FTA funds carried over from a preceding contract period, but an effort will be made to accommodate the regions which utilize those funds. If you have a balance and anticipate making use of it, please work with your RPO liaison to ensure that your UPWP accounts for the use of those funds.

The UPWP should address the major transportation issues in your region and should clearly identify the planning tasks which address those issues in accordance with the requirements in MAP-21 and the federal planning regulations.

Your 2016-2017 UPWPs should also provide for the administrative activities associated with your program and must include the following elements:

- A table showing the maximum hourly rates for each employee classification which will be listed in your invoices under the FY2016/2017. Agreement Invoices will not be approved if any hourly rate shown on the invoice exceeds the maximum hourly rate listed in the UPWP.

Changes to these maximum hourly rates will not be approved during the term of the agreement.

- Description of the general duties for each employee classification listed in the UPWP.
- A financial summary that clearly identifies the estimated funds required to accomplish each task. Breakout federal funds, non-federal matching funds, and carryover funds by task (or subtask, if possible).
- For each task:
 - Identify the responsible agency (MPO, transit agency, consultant) and the party (MPO staff, consultant, transit agency, another MPO, etc.) who will be performing the work.
 - Present with each task, the work schedule (including milestone dates), cost information and staffing requirements required to accomplish the task.
 - Clearly identify the work products for the task.
 - Include a line item (s) for direct costs.

If your region anticipates any extraordinary expenses during FY2016 or FY2017, it would be appropriate to include these in your UPWP. Extraordinary expenses might include the acquisition or replacement of computers, peripherals or other office equipment; participation in professional seminars; training or other similar expenses not immediately related to UPWP tasks.

The UPWP tasks should address the issues and deficiencies identified in the regional transportation plans. All major transportation planning studies to be conducted within the region in FY2016 and FY2017 must be included in the UPWP, regardless of which organization has the lead on the study and regardless of funding source. Prior written approval from your RPO liaison is required in order to sublet to a consultant any transportation work using federal transportation funds. The Department must review and approve any agreement between the RPO and the consultant before the agreement is signed by the consultant. Please work with your RPO liaison on the development of your region's particular tasks.

Metropolitan Planning Organizations (MPOs) should continue to use a multi-task format for the FY2016 – FY2017 UPWP. Rural RPOs may continue to use a two-task format (an administrative task and a planning task), but are encouraged to address as many of the issues as may be appropriate to your region. The following tasks should be included in each UPWP:

- **Management of the Planning Process:** This task includes all RPO administrative functions and items such as development of the UPWP, the public participation process, tasks pertaining to the redesignation of the MPOs, coordination with the Department on MPO consolidation-related activities pertaining to the TIP, UPWP, regional LRPs and multi-regional projects and studies, and so forth.
- **Data Collection/Analysis:** This includes all of the work carried out in developing transportation databases to support the planning process, including Geographic Information System activities.

- **Planning Activities:** This covers both short-range and long-range planning activities. This task will include short-term items such as the Transportation Improvement Program (TIP), the STP-Urban project development, the Transportation Alternatives Program, etc., and long-term items such as major corridor studies and long-range plan updates.
- **Other Technical Assistance:** This includes the other studies and services carried out on behalf of your member towns.
- **Public Participation:** This includes Title VI activities. MPOs may include these activities under the other 4 tasks if they prefer not to make it a stand-alone task.

In addition, listed below are a number of planning activities within these broad tasks which should be given consideration by every RPO:

- **Performance-Based Planning:** In coordination with the Department, develop performance targets in the national priority areas, per MAP-21.
- Continue to focus activities on the eight planning factors
- Support the **economic vitality** of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
 - **Land Use and Transportation Models:** Includes assessment of projected land uses in the region, identification of major growth corridors and the analysis of related transportation improvements. RPOs must promote the consistency of their LRP and proposed improvements with State and local planned growth and development patterns.
- Increase the **safety** of the transportation system for motorized and nonmotorized users;
 - **Safety of the Transportation System:** This should be an integral part of all planning efforts and project development. Review safety data, goals, objectives and strategies to promote safety. Also, the Strategic Highway Safety Plan should be incorporated into the long-range plan.
- Increase the **security** of the transportation system for motorized and nonmotorized users;
 - **Security of the Transportation System:** Again, RPOs should look at both transit and highway networks, and develop appropriate goals and strategies. Review current plans for emergency planning and security elements, identify critical facilities and transportation systems, and help define the roles of the various players in promoting security.
- 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;
 - **Air Quality/Environmental Planning:** Work with the Department in giving consideration to the impact of the transportation system on climate change, and on air quality within the region and make conformity determinations as needed. Planning studies should be coordinated with the NEPA process.

- Enhance the **integration** and connectivity of the transportation system, across and between modes for people and freight;
- Increase the **accessibility** and mobility of people and for freight;
 - **Freight Planning:** Truck, rail, air and maritime freight transportation considerations, including regional and multimodal options, need to be included in the RPOs' transportation planning and programs through information compilation, outreach to stakeholders and analysis.
- Promote efficient system **management and operation**
 - **Planning for Operations:** RPOs should address this for both the transit and highway networks with a focus on mobility and safety. Strategies should be developed leading to the capital and operational improvements needed to preserve the existing system. This will include work on the development and implementation of Intelligent Transportation System strategies and technologies in the region, as well as travel demand management. This task should include updates to the ITS Architecture, including transit ITS.
- Emphasize the **preservation** of the existing transportation system.
- **Public Involvement Process:** RPOs should periodically assess the effectiveness of their process. That process should reflect the requirements under MAP-21 concerning a public participation plan and the documentation of such efforts in the long-range plan, the publication of relevant documents and visualization techniques.
- **Title VI and Environmental Justice:** Continue to develop and implement a strategy for addressing the mandates that deal with this topic, and consider the impacts on under-served communities of recommendations contained in plans and programs.
- **Maintenance of the TIP:** The TIP will cover a 5-year period with the first 4 years being the official TIP. All consultation requirements must be addressed. TIPs may need to be consolidated with MPO redesignation.
- **Update of the Long-Range Transportation Plans:** MPOs will complete a minor update to their Long-Range Transportation Plans (LRP) in FY 2015 including requirements from MAP-21, such as Performance Measures and Targets. Major updates of the Long Range Plan will be scheduled to accommodate MPO consolidations.
- **Congestion Management:** Continue to cooperate with the Department on the various management systems as appropriate. MPOs in Transportation Management Areas (TMA) must prepare Congestion Management Process (CMP) strategy reports, including regional and multimodal options. All MPOs should continue to develop the six elements that they are now working to achieve:
 - Determine the CMP network in the region: both highway and transit elements.
 - Define congestion: both the parameters to be measured and thresholds.

- Identify congested links: using the Department's Annual CMS report and data developed by the region.
- Develop strategies to address congested links: geometric, operational and travel demand-related.
- Implement strategies: short- and long-term. Include in the LRP and TIP.
- Monitor the network: collect and assess data to determine where any improvements have resulted.
- **Technical Assistance:** Assist the municipalities with the STP-Urban, CMAQ, TAP, and other appropriate ongoing programs. Technical assistance should include project development, regional review and prioritization, and the monitoring of town project schedules.
- **Transit Planning:** Support transit districts, transit services and rail services with an emphasis on the following:
 - Identification of rail parking needs.
 - Rail and local transit interface improvements.
 - Improved coordination of inter-regional and intra-regional transit and paratransit services.
 - Improvements to bus stops, signage and shelter.
 - Transit security.
- **Coordinated Public Transit Human Services Transportation Plan:** All regions should continue to coordinate and cooperate with the Bureau of Public Transportation on the continuing development of and updates to this plan and on the selection of projects for the various programs that fall under it.
- **Transit and Affordable Housing:** Identify areas, including reclaimed brownfields, in the vicinity of existing and proposed rail and busway stations and along potential future public transit corridors that may be suitable for the construction of affordable housing.
- **Livability:** Promote safety, livable communities and environmental sustainability. Consider utilization of the INVEST tool for Sustainable Highways within the LRTP and/or project selection processes.
- **System Investment and Performance:** Assist the Department in the development of regional goals for the transportation system, and in the development of a set of performance measures by which the attainment of these goals may be tracked. Assist the Department with the FHWA 536 report on capital expenditures on local roads. Provide any traffic count data to the Bureau of Policy and Planning.

In addition, the Federal Highway Administration and the Federal Transit Administration have requested that you address in the UPWP the following four emphasis areas. These topics relate to the other items of focus, particularly within the planning factors still in effect, but with new specifications.

- **Climate Change and Resiliency:** Work in cooperation with the CTDOT and other state and local agencies to improve transportation system resiliency in the face of climate change, sea level rise, and severe storm events, and support the CTDOT's climate change and resiliency planning efforts. http://www.fhwa.dot.gov/environment/climate_change/
- **MAP-21 - Transition to Performance Based Planning and Programming.** The development and implementation of a performance management approach to transportation planning and programming that supports the achievement of transportation system performance outcomes. http://www.fhwa.dot.gov/planning/performance_based_planning/
- **Models of Regional Planning -** Promote cooperation and coordination across MPO boundaries and across State boundaries where appropriate to ensure a regional approach to transportation planning. This is particularly important where more than one MPO or State serves an urbanized area or adjacent urbanized areas. This cooperation could occur through the metropolitan planning agreements that identify how the planning process and planning products will be coordinated, through the development of joint planning products, and/or by other locally determined means. Coordination across MPO and across State boundaries includes the coordination of transportation plans and programs, corridor studies, and projects across adjacent MPO and State boundaries. It also includes collaboration among State DOT(s), MPOs, and operators of public transportation on activities such as: data collection, data storage and analysis, analytical tools, and performance based planning. <http://www.fhwa.dot.gov/everydaycounts/edc-3/regional.cfm>
- **Ladders of Opportunity -** Access to essential services - as part of the transportation planning process, identify transportation connectivity gaps in access to essential services. Essential services include housing, employment, health care, schools/education, and recreation. This emphasis area could include MPO and State identification of performance measures and analytical methods to measure the transportation system's connectivity to essential services and the use of this information to identify gaps in transportation system connectivity that preclude access of the public, including traditionally underserved populations, to essential services. It could also involve the identification of solutions to address those gaps.

Please be sure to include in your cost estimates and schedules for all major tasks the costs associated with public participation activities. The administrative task should not exceed 15 percent of the funds available for your UPWP.

Please complete and submit the draft UPWP by **April 17, 2015**, to facilitate the processing of the FY2016 – FY2017 Agreement. We will be sending, for your use in completing your draft FY2016-FY2017 UPWP, a copy of the UPWP check list that the Department uses to review your UPWP.

Forward two copies to your RPO liaison and one copy each to Ms. Eloise Powell at FHWA, Mr. Nicholas Garcia at FTA and Mr. Noah Berger at FTA. The Department will provide you with consolidated comments on your draft UPWP by May 13, 2015. After your draft UPWP is approved by your RPO liaison, submit five final copies to him/her to allow for submission to USDOT by May 29, 2015.

Your region's affirmative action program must be updated and approved in accordance with the guidelines of the Department's Contract Compliance Section.

If you intend to request a modification to your cost allocation plan for FY2016 – FY2017, please submit that request by April 1, 2015.

Please direct all questions concerning the development, review and approval of the FY2016 – FY2017 UPWP to your RPO liaison. Thank you for your cooperation.

Enclosure

cc: Ms. Eloise Powell - Mr. Kenneth Shooshan-Stoller - Mr. Eric Shortell, FHWA
Mr. Noah Berger, FTA
Mr. Nicolas Garcia, FTA

ESTIMATED FY 2016 & FY 2017 RPA FUNDING

RPA NAME	ESTIMATED FY 2016 PL & FTA* (Consolidated Planning Grant)					ESTIMATED FY 2017 PL & FTA* (Consolidated Planning Grant)						ESTIMATED STATE FY 2016/2017 AGREEMENT			RPA RESPONSIBILITY
	FEDERAL	FTA	STATE	LOCAL	TOTAL	FY 2014					PL & FTA	MATCH	ST AGR. AMT.	PL & FTA MATCH	
						FEDERAL	CARRYOVER**	FTA	STATE	LOCAL					TOTAL
CAPITOL REGION COG	950,154	250,127	150,036	150,036	1,500,353	1,028,561	1,019,537	258,117	288,277	288,277	2,882,769	3,506,496	438,313	3,944,809	438,313
CENTRAL CT.MPO	291,217	80,605	46,478	46,478	464,778	295,835	320,553	82,903	87,412	87,412	874,115	1,071,113	133,890	1,205,003	133,890
LOWER CT RIVER COG	349,790	73,343	52,893	52,893	528,919	364,782	114,274	75,055	69,266	69,266	692,643	977,244	122,159	1,099,403	122,159
CENTRAL NAUG VALLEY MP	376,497	86,939	57,930	57,930	579,296	360,916	144,400	89,743	74,383	74,383	743,825	1,058,495	132,313	1,190,808	132,313
GR. BRIDGEPORT RC	392,611	111,245	62,982	62,982	629,820	398,837	117,936	114,343	78,891	78,891	788,898	1,134,972	141,873	1,276,845	141,873
HOUSATONIC VALLEY MPO	277,313	62,118	42,429	42,429	424,289	281,711	2,096	64,306	43,515	43,515	435,143	687,544	85,944	773,488	85,944
SOUTH CENTRAL CT COG	745,751	189,787	116,943	116,943	1,169,424	714,889	215,298	195,340	140,691	140,691	1,406,909	2,061,065	257,634	2,318,699	257,634
SOUTHEASTERN CT COG	316,971	83,391	50,046	50,046	500,454	359,590	112,406	86,184	69,773	69,773	697,726	958,542	119,819	1,078,361	119,819
SOUTH WESTERN MPO	450,039	120,792	71,354	71,354	713,539	457,176	335,192	124,343	114,589	114,589	1,145,889	1,487,542	185,943	1,673,485	185,943
VALLEY	174,895	36,541	26,430	26,430	264,296	182,391		37,400	27,474	27,474	274,739	431,227	53,904	485,131	53,904
TOTALS	4,325,238	1,094,888	677,521	677,521	6,775,168	4,444,688	2,381,692	1,127,734	994,271	994,271	9,942,656	13,374,240	1,671,792	15,046,032	1,671,792

*Not including future recissions

**Based on Uncertified FY 2014 Audit

**RURAL RPA SPR/FTA FUNDS DISTRIBUTION
ESTIMATED FY 2016 FINANCING**

AGENCY	SPR				FTA SECTION 5311				TOTAL DISTRIBUTION				AGREEMENT AMOUNT
	80% FEDERAL	10% STATE	10% LOCAL	TOTAL	80% FEDERAL	10% STATE	10% LOCAL	TOTAL	FEDERAL	STATE	LOCAL	TOTAL	
NORTHEASTERN	120,000	15,000	15,000	150,000	21,000	2,625	2,625	26,250	141,000	17,625	17,625	176,250	158,625
NORTHWESTERN	120,000	15,000	15,000	150,000	21,000	2,625	2,625	26,250	141,000	17,625	17,625	176,250	158,625
TOTALS	240,000	30,000	30,000	300,000	42,000	5,250	5,250	52,500	282,000	35,250	35,250	352,500	317,250

**RURAL RPA SPR/FTA FUNDS DISTRIBUTION
ESTIMATED FY 2017 FINANCING**

AGENCY	SPR				FTA SECTION 5311				TOTAL DISTRIBUTION				AGREEMENT AMOUNT
	80% FEDERAL	10% STATE	10% LOCAL	TOTAL	80% FEDERAL	10% STATE	10% LOCAL	TOTAL	FEDERAL	STATE	LOCAL	TOTAL	
NORTHEASTERN	120,000	15,000	15,000	150,000	21,000	2,625	2,625	26,250	141,000	17,625	17,625	176,250	158,625
NORTHWESTERN	120,000	15,000	15,000	150,000	21,000	2,625	2,625	26,250	141,000	17,625	17,625	176,250	158,625
TOTALS	240,000	30,000	30,000	300,000	42,000	5,250	5,250	52,500	282,000	35,250	35,250	352,500	317,250

Unified Planning Work Program (UPWP) Review Checklist

RPO South Western Region MPO – Western CT Council of Governments (WestCOG)
Document Reviewed _____ **Date of UPWP** 4-24-15
Consolidated Review? _____ **Covering State** 2016-2017
RPO Coordinator Roxane Fromson **Fiscal Years** FY2016 & FY2017

Comments are provided for any noted errors/omissions or required corrections, clarifications or additional information needs.

PLEASE FILL IN PAGE NUMBER THAT CORRESPONDS TO YOUR UPWP

A.	Task Discussion	PAGE NUMBER
1.	Issues and Deficiencies Does the plan identify the issues and deficiencies identified in the long range regional transportation plan that are intended to be addressed by activities proposed in the work plan? <i>Yes. Chapter 1. pages 7-15</i>	
2.	Management of the Planning Process Does the plan include a task describing all of the RPO administrative functions and items such as development of the UPWP, the public participation process, etc.? <i>Yes. Task 4 pages 33-35 & Tasks 4.1 and 4.8 pages 33-35</i>	
3.	Data Collection/Analysis Does the plan include a task that discusses all of the work carried out in development of transportation databases to support the planning process, including Geographic Information System (GIS) activities? <i>Yes. Task 1 pages 21-21</i>	
4.	Planning Activities (PA) Does the plan include a task that covers both short and long term responsibilities? Short term responsibilities include but are not limited to TIP, STP-Urban project development, Transportation Alternatives Program application coordination. Long term responsibilities include but are not limited to major corridor studies and regional long range transportation plans (LRPs). <i>Yes. Tasks 2.1, 2.2, 2.3 and 2.18 pages 23-29. Chapter 3 – Other Transportation Studies pages 36-53</i>	
4a.	Planning Studies Does the plan include a task/subtask/discussion, as applicable, of all the major transportation planning studies anticipated to be conducted within the region during the period of the plan, regardless of the organization lead or funding source? <i>Yes. Chapter 3 – Other Transportation Studies pages 36-53</i>	
4b.	Air Quality Does the plan include a task/subtask/discussion, as applicable, of the region's work with the Department in giving consideration of transportation system impacts on air quality within the region and formulating conformity determinations? <i>Yes. Task 2.12 pages 25 & 28</i>	
4c.	Congestion Management Does the plan include a task/subtask/discussion, as applicable, of the region's work to cooperate with the Department on various management systems? For MPOs in Transportation Management Areas (TMA), a congestion management process (CMP) status report must be prepared. As such, a discussion of this responsibility should be included in the plan. MPOs should note their continued efforts to develop the six elements of CMP. <i>Yes. Task 2.4 pages 23 & 27</i>	
4d.	Environmental Planning Does the plan include a task/subtask/discussion, as applicable, of the region's work relating to coordination and participation in the National Environmental Policy Act process for all planning studies? <i>Yes. Task 2.12 pages 25 & 28</i>	
4e.	Climate Change Does the plan include a task/subtask/discussion, as applicable, of the impact of the transportation system on climate change? <i>Yes. Task 2.12 pages 25 & 28</i>	
4f.	Freight Planning Does the plan include a task/subtask/discussion, as applicable, of the region's work regarding truck, rail and maritime goods movement considerations, including information compilation, outreach to stakeholders and analysis? <i>Yes. Task 2.8 pages 24 & 28</i>	
4g.	Land Use and Transportation Models Does the plan include a task/subtask/discussion, as applicable, of the region's work assessing and projecting land uses in the region, identifying major growth corridors and analyzing related transportation improvements, and promotion of consistency of improvements with State and local planned growth/development patterns? <i>Yes. Task 2.13 pages 25 & 28</i>	
4h.	Livability Does the plan include a task/subtask/discussion, as applicable, of the region's work to promote safe, livable communities and environmental sustainability? <i>Yes. Task 2.14 pages 25 & 29</i>	
4i.	Safe Routes to School Does the plan include a task/subtask/discussion, for regions receiving funding under the Department's Safe Routes to School program, of the region's work to develop school master plans, including application for funds? <i>Yes. Task 2.7 pages 24 & 28</i>	
4j.	Transit and Affordable Housing Does the plan include a task/subtask/discussion, as applicable, of the region's work to identify areas, including reclaimed brownfields that may be suitable for the construction of affordable housing in the vicinity of existing and proposed rail stations, busway stations, and along potential future transit corridors? <i>Yes. Task 2.6 pages 24 & 28</i>	
4k.	Transit Planning Does the plan include a task/subtask/discussion, as applicable, of the region's work to support transit	

	districts, transit services and rail services? Planning efforts should emphasize activities relating to identification of rail parking needs; rail and local transit interface improvements; improved coordination of inter/intra-regional transit services, including paratransit; improvements to bus stops, signage, and shelter; and, transit security. <i>Yes. Task 2.5 pages 24 & 28</i>
4l. Ladders of Opportunity	Does the plan include a task/subtask/discussion, as applicable, of the region's work to identify transportation connectivity gaps in access to essential services? <i>Yes. Task 21.5 pages 26 & 29</i>
4m. Coordinated Public Transit Human Services Transportation Plan	Does the plan include a task/subtask/discussion, as applicable, of the region's work to coordinate and cooperate with the Department's public transportation staff on the continuing development of and updates to the Coordinated Public Transit Human Services Transportation Plan and on the selection of projects for the various programs that are covered by it? <i>Yes. Task 2.5 pages 24 & 28</i>
4n. Transportation System Safety	Does the plan include a task/subtask/discussion, as applicable, of the region's work relating to transportation safety for all modes? Discussion may include review of safety data, goals, objectives and strategies to promote safety. Additionally, the Strategic Highway Safety Plan should be incorporated by reference into each region's long range plans. <i>Yes. Task 2.9 pages 24 & 28</i>
4o. Transportation System Security	Does the plan include a task/subtask/discussion, as applicable, of the region's work relating to transportation security for all modes? Discussion should include outlining efforts to develop appropriate goals and strategies that address both transit and highway networks. Key elements of current plans for emergency planning and security should be reviewed to ensure that critical facilities and transportation systems are identified and the roles of players are defined. <i>Yes. Task 2.10 pages 25 & 28</i>
4p. Planning for Operations	Does the plan include a task/subtask/discussion, as applicable, of the region's work relating to developing operation and management strategies focusing on mobility and safety within transit and highway networks? Discussion should address development of strategies leading to the capital and operational improvements for preservation of the existing system. Additionally, discussion should highlight work to develop and implement Intelligent Transportation System (ITS) strategies and technologies as well as travel demand management. <i>Yes. Task 2.11 pages 26 & 28</i>
4q. System Investment and Performance	Does the plan include a task/subtask/discussion, as applicable, of the region's work to assist the Department with development of regional goals for the transportation system, performance measures for tracking attainment of the goals, and the Local Highway Finance Report, form FHWA-536, on capital expenditures on local roads? Any data collection and sharing, such as providing traffic count data to the Department's planning staff, should be noted. <i>Yes. Tasks 1.3 and 1.5 pages 21 & 22, and Tasks 2.16 pages 26 & 29</i>
4r. Preservation of existing transportation system	Does the plan include a task/subtask/discussion, as applicable, emphasis on the preservation of the existing transportation system? <i>Yes. Task 2.17 pages 26 & 29</i>
4s. TIP	Does the plan include a task/subtask/discussion, as applicable, of the region's work to develop and maintain the regional transportation improvement program (TIP)? <i>Yes. Task 2.2 pages 23 & 27</i>
4t. LRP	Does the plan include a task/subtask/discussion, as applicable, of the region's work to develop and maintain the regional LRP? For periods encompassing updates to the plan such as the case for the current UPWP, discussion should identify responsibilities to the process, plan period, public involvement, and coordination with the State plan. Amendments may be made on an as needed basis but may require a new air quality conformity finding. MPOs should review their efforts in conjunction with the SAFETEA-LU requirements, including ongoing consultation with various agencies involved in land use planning and natural resources. Discussion during "off" years should address ongoing efforts to meet plan objectives, including coordination activities. <i>Yes. Task 2.1 pages 23 & 27</i>
4u. Technical Assistance	Does the plan include a task/subtask/discussion, as applicable, of the region's work to assist its member municipalities with project development, regional review, prioritization and monitoring schedules under various programs such as STP-Urban, Congestion Mitigation Air Quality (CMAQ), Transportation Alternatives, LOTCIP where eligible and other appropriate? <i>Yes. Task 2.18 pages 26 & 29</i>
5. Other Technical Assistance	Does the plan include a task that discusses any other studies or services carried out on behalf of the region's member towns? <i>Yes. Tasks 2.18 & 2.19 pages 26 & 29, Chapter 3 – Other Transportation Studies pages 37 - 53</i>
6. Public Participation	Does the plan include a task that clearly discusses activities relating to public participation, public involvement, Title VI and environmental justice processes for meeting federal requirements? For MPOs, this discussion may be included as part of other task discussions. <i>Yes. Task 3 pages 30-35, also found in LRTP, TIP and Chapter 3 – Other Transportation Studies</i>
6a. Public Involvement Process	Does the plan include a task/subtask/discussion that clearly addresses the relevant documents, techniques utilized and effectiveness? The process should reflect the requirements under MAP21 concerning a public participation plan and the documentation of such efforts in the regional long range plan (LRP), the publication of relevant documents and visualization techniques. <i>Yes. Task 3 pages 30-35</i>

6b.	Title VI / Environmental Justice	Does the plan include a task/subtask/discussion that, with respect to Title VI and environmental justice, focuses on the development/updating and implementation of a strategy for addressing mandates and considering potential impacts by regional activities on under-served communities? Yes. Tasks 3.4 and 3.5 pages 30 & 32
7.	Continuation of Activities from Prior UPWP	Does the plan include tasks/subtasks/discussions, as applicable, identifying any activities from the prior UPWP period that are outstanding and require additional regional effort during the period of the coming UPWP? Continuing efforts are identified throughout the UPWP. Chapter 3 – Other Transportation Studies includes studies that continue pages 38 - 41
8.	Performance Measures	Does the plan include, in cooperation with the Department performance targets, per MAP21? Yes. Tasks 1.5 on page 21, and 2.16 pages 26 & 29
Section Comments		
B. Administrative Activities		
1.	Maximum Allowable Hourly Rates	Does the plan include a table that clearly identifies maximum hourly rates by title for regional transportation planning staff by fiscal year for the period of the plan? Changes to maximum hourly rates will not be approved during the term of the agreement. Reimbursements for services will be based on the actual rate of pay or maximum allowable hourly rate, whichever is less. Yes. Table 4.5 page 57
2.	General Description	Does the plan include a description of the general duties for each employee classification listed in the work program? Yes. pages 58-61
3.	Financial Summary	Does the plan include a financial summary that clearly identifies the estimated funds required to accomplish each task? All funding sources anticipated to be used on a project, whether federal, State or other should be identified by program. Public participation costs should be identified. Yes. Table 4.2 pages 55. This is also included in each Task 1 – 4 write up.
4.	Estimated FHWA/FTA Planning Funds	Does the plan's financial summary reflect the most current and available combined estimated FHWA and FTA planning funds available to the region for each fiscal year? Yes. Table 4.4 page 56
5.	Planning tasks	For each task, does the plan include the following? <ul style="list-style-type: none"> ○ Identify the responsible agency (MPO, transit agency, consultant) and the party (MPO staff, consultant, transit agency, another MPO, etc.) who will be performing the work. ○ Present with each task, the work schedule (including milestone dates), cost information and staffing requirements required to accomplish the task. ○ Clearly identify the work products for the task. ○ Include a line item (s) for direct costs. Yes. Each of the Tasks 1 – 4 includes the information. Direct costs are identified in Tables 4.1 and 4.2 on page 55
6.	Direct Costs	Does the plan's discussion and/or financial summary provide for direct costs anticipated to be incurred, including but not limited to mileage, travel/lodging, printing, training /seminars /workshops, equipment purchases, and sub-consultants? Yes. Tables 4.1 and 4.2 on page 55
7.	Contracted Activities	Does the plan clearly identify where tasks, planning studies or portions thereof utilizing federal transportation funds will be subcontracted to a consultant? Yes. Task 2.19 pages 26&29, Chapter 3 pages 36-53
8.	Models of Regional Planning	Does the plan identify areas of cooperation and coordination across MPO boundaries to ensure a regional approach to transportation planning? Yes. Task 4.7 pages 33 & 34
9.	Administrative Task	Does the plan's financial summary maintain the costs of administrative functions below 15% of the available planning funds for the region? Yes. Task 4 Program Administration & Management is 12% pages 33-35. See Table 4.3 on page 56
10.	Affirmative Action Plan	Does the plan incorporate an updated and approved affirmative action plan prepared pursuant to the Department's Contract Compliance Section guidance? No. An AAP for WestCOG will be developed and approved for June 2015 WestCOG, SWRMPO and HVMPO approval.
Section Comments		
C. Plan Copies_FOR CTDOT USE		
1.	Draft Plan – CT DOT	Has the Department's RPO Coordinator received two copies of the draft UPWP? Yes. Five copies are provided to enable distribution to others. A digital copy has been provided as well.
2.	Draft Plan – FHWA	Has the Federal Highway Administration received two copies of the draft UPWP? Attention: Ms. Eloise Powell and your federal liaison. Yes. Digital and paper.
3.	Draft Plan – FTA	Has the Federal Transit Administration received two copies of the draft UPWP? Attention: Mr. Noah Berger and Mr. Nicolas Garcia. FTA requests digital only.
4.	Approved Plan	Has the Department's RPO Coordinator received four copies of the approved UPWP? Will provide

when the UPWP is approved and final.



Consideration of Eight Planning Factors

**Bridgeport - Stamford TMA Certification Review
South Western Region Metropolitan Planning Organization and the
South Western Regional Planning Agency (SWRPA)
April 2014**



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EIGHT METROPOLITAN PLANNING FACTORS

Section 20009 of the *Moving Ahead for Progress in the 21st Century Act* (MAP 21) requires metropolitan transportation planning organizations to consider eight factors in developing transportation plans and programs¹:

1. Support the **economic vitality** of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
2. Increase the **safety** of the transportation system for motorized and nonmotorized users;
3. Increase the **security** of the transportation system for motorized and nonmotorized users;
4. Increase the **accessibility and mobility** of people and for freight;
5. 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;
6. Enhance the **integration** and connectivity of the transportation system, across and between modes for people and freight;
7. Promote efficient system **management and operation**; and
8. Emphasize the **preservation** of the existing transportation system.

The sections below describe how SWRPA addresses each of the eight planning factors in the conduct of its transportation planning program.

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency

The South Western Region is widely recognized as Connecticut's economic engine, and its transportation network demands a planning program devoted to supporting and increasing economic vitality. As stakeholders in many projects of regional significance, SWRPA has seamlessly integrated economic development into its planning and programming activities at all levels, including various corridor studies it has sponsored and through regional planning efforts such as the South Western Region Long Range Transportation Plan 2011-2040 ("Plan"), entitled [*Going Forward: The Plan to Maintain and Improve Mobility*](#).

The Plan incorporated the six livability principles developed jointly by the United States Department of Transportation (USDOT), United States Department of Housing and Urban Development (HUD) and the Environmental Protection Agency (EPA):

1. Provide more transportation choices - *Develop safe, reliable and economical transportation choices to decrease household transportation costs, reduce our nation's dependence on foreign oil, improve air quality, reduce greenhouse gas emissions and promote public health.*

¹ 23 CFR 450.306

- 2. Promote equitable, affordable housing** - Expand location- and energy-efficient housing choices for people of all ages, incomes, races and ethnicities to increase mobility and lower the combined cost of housing and transportation.
- 3. Enhance economic competitiveness:** Improve economic competitiveness through reliable and timely access to employment centers, educational opportunities, services and other basic needs by workers as well as expanded business access to markets.
- 4. Support existing communities:** Target federal funding toward existing communities—through such strategies as transit-oriented, mixed-use development and land recycling—to increase community revitalization, improve the efficiency of public works investments, and safeguard rural landscapes.
- 5. Coordinate policies and leverage investment:** Align federal policies and funding to remove barriers to collaboration, leverage funding and increase the accountability and effectiveness of all levels of government to plan for future growth, including making smart energy choices such as locally generated renewable energy.
- 6. Value communities and neighborhoods:** Enhance the unique characteristics of all communities by investing in healthy, safe, and walkable neighborhoods—rural, urban, or suburban.

Each livability principle is critical to harnessing the economic growth potential of the South Western Region by attracting investment, employment, and residents in a manner that does not further overwhelm the transportation system. This dovetails with key Plan strategies including investing in the transportation system in a timely manner to maintain a healthy and competitive regional economy and to promote quality of life and integrating land use planning with transportation, infrastructure and critical facilities, and energy planning to ensure that our communities remain vibrant and sustainable for the future.

The Plan is structured to be responsive to business needs and the State’s urban development strategies, and provides the framework to guide investments in transportation to attain economic goals. This is to be accomplished by balancing housing availability, transportation capacity, and the locations of new jobs and employment centers to avoid creating or exacerbating housing shortages, congestion, and disorganized development patterns.

Furthermore, the Plan describes in detail the transportation infrastructure investments necessary to achieve the economic expansion the region seeks, and also included a new section devoted to economic competitiveness. One key theme is the recognition that congestion on the Region’s roadways continues to adversely impact the region’s quality of life, and it is impossible to build our way out of congestion. This leads to another key theme - addressing rail parking, which must be sufficiently available to promote use of the rail network and encourage economic development.

SWRPA has worked closely with its member municipalities and others to facilitate economic activity. Phase 1 of the Stamford Urban Transitway, a new street connecting the East Side of Stamford to the Stamford Transportation Center, has been completed, and Phase 2 is under construction. The Stamford Urban Transitway will improve traffic operations, safety, efficiency, and encourage public transportation and non-motorized modes of transportation to address current and future traffic needs and support the strong economic growth that has recently taken place in Stamford. Realizing this project has required coordination with SWPRA to ultimately be included in the region’s Transportation Improvement Program (TIP).

Corridor studies sponsored by SWRPA were undertaken with economic development as an underlying consideration. The [Darien Route 1 Study](#) and the [Greenwich-Stamford Route 1 Study](#) incorporate mixed-use development strategies into their recommendations, while the [Route 7 Transportation and Land Use Study](#) devoted significant resources on assessing the various markets and determining which sectors of the economy are leaking to other locales and corridors. The [Route 7 Transportation and Land Use Study](#) also was conceived with Transit Oriented Development as a core task, as rail stations along the Danbury Branch such the station in Wilton have development potential and the Georgetown Land Development Corporation's proposed development is along the rail line.

The FTA's Section 5316 Job Access Reverse Commute Program has driven the broader Bridgeport/Stamford Urbanized Area's efforts undertaken by the People to Jobs Regional Task Force, which been instrumental in the development of a Jobs Access program and created the framework for providing transportation to jobs for persons coming off welfare and other low-income people. This project has been underway for many years and has far surpassed the passenger goals set at the initiation of the project. People to Jobs enables businesses to access available entry-level workers, helping the businesses to remain viable.

The [Coastal Corridor Bus Study](#) reviewed Route 1 bus services, many of which that were specifically created as a Jobs Access Reverse Commute Program Initiative along the region's primary service corridor. The Study developed recommendations to improve and expand public bus service along Connecticut's Coastal Corridor to address overcrowding and unreliable operations.

SWRPA has been a champion for Transit Oriented Development (TOD) in the South Western Region, and has worked with its member municipalities to pursue State of Connecticut Grants for the planning and implementation of TOD. Both Norwalk and Stamford secured CT Office of Policy and Management (CTOPM) TOD grants. SWRPA was a partner in New York-Connecticut Sustainable Communities, a consortium of cities, counties and regions funded with a U.S. Department of Housing and Urban Development (HUD) Sustainable Communities Regional Planning Grant. The consortium explored opportunities to create TOD and increase livability, as defined by HUD, throughout the region. Among the placed based projects funded by the Grant was the [Stamford East Main Street Transit Node Feasibility Study](#), which was conducted by SWRPA on behalf of the City of Stamford. The Study assessed the feasibility of a new rail station on the East Side of Stamford, and developed a phased implantation plan to build new transit oriented development, create complete streets, and add new transit services. The City of Norwalk separately conducted a consortium project focusing on implementing TOD in South Norwalk.

SWRPA staff has also coordinated closely with the City of Stamford and developers of the Harbor Point mixed-use development to secure funding and provide transportation improvements for what is currently one of the nation's largest redevelopment projects. Although well underway, there remains much construction to be performed, which will ultimately lead to approximately 4,000 new residences, 400,000 square feet of retail and 800,000 square feet of commercial office space in a waterfront district that is within walking distance of the Stamford Transportation Center. In 2013 SWRPA was the conduit for two CT Department of Community and Economic Development brownfield grants for Harbor Point projects. The grants totaling \$1 million were for remediation, removal and disposition of hazardous materials and contaminated soils from Stamford's South End

SWRPA has also strongly supported TOD in Norwalk, having participated in the *South Norwalk Rail Station Intermodal Study* and Norwalk Redevelopment Agency's *Urban Connectivity Master Plan* (2010). The intent of the Connectivity Master Plan was to recommend linkages between various mixed-use developments planned along the Main Avenue Corridor between South Norwalk and the Wall Street vicinity. Subsequently, SWRPA selected a streetscape improvement project in this corridor for funding under the FHWA Transportation Alternative Program (TAP).

SWRPA has also played an integral role in the regional efforts to create the 2009 [Comprehensive Economic Development Strategy \(CEDS\)](#) for the Bridgeport/Stamford region as part of the One Coast One Future Initiative. The CEDS was a collaborative effort of the South Western and Greater Bridgeport planning agencies and chief elected officials as well as the Business Council of Fairfield County and the Bridgeport Regional Business Council. The CEDS is designed to bring together the public and private sectors in the creation of an economic roadmap to diversify and strengthen regional economies. The strategy's completion and approval in 2010 provided the foundation for the region to be eligible for a series of federal grants.

Recognizing the severe effects that congestion has on the economy, SWRPA partnered with the Westchester County Department of Planning to conduct a study that would assess the impacts on a regional basis. [Measuring the Cost of Congestion](#) (2010) addressed the monetary and non-pecuniary costs of congestion and found that the aggregate monetary costs incurred by traffic congestion in the Study Area are estimated to exceed \$1.26 billion annually for an average weekday. If computed on a workweek basis, the annual costs would reach \$6.30 billion for a 5-day workweek.

2. Increase the safety of the transportation system for motorized and nonmotorized users

A cornerstone of virtually all SWRPA activities, safety is a critical issue for the South Western Region's transportation system, and is a driving force behind virtually all projects that SWRPA initiates and participates in, including bicycle and pedestrian, freight, corridor, incident and emergency planning, and transportation technical services studies. Safety planning activities include reviewing safety data, goals, objectives and strategies to promote safety. Staff provides support to the South Western Region CT Department of Emergency Management and Homeland Security (DEMHS) Region 1 Incident Management Team and the Statewide Incident Management Task Force, including technical assistance; meeting, project and activity participation and coordination; inter-agency coordination; after action reviews and other activities.

Safety planning activities include review of safety data, goals, objectives and strategies. *Going Forward*, identifies key safety topics such as education programs, bicycle and pedestrian facilities, Safe Routes to Schools, enhanced truck safety inspections, and increased public safety enforcement and transportation incident management programs. SWRPA continues to coordinate with CTDOT and others in the development of the Strategic Highway Safety Plan, and will develop a corresponding element in the next long range transportation plan update.

Since 1992 the South Western Region has been a leader in transportation incident management activities through its creation of the South Western Region Incident Management Team which has evolved into the DEMHS Region 1 Emergency Support Function 1 – Transportation (R1ESF1). The team includes agencies and organizations involved in responding to incidents on the regional transportation

system. Regular meetings and training exercises of DEMHS Region 1 improve coordination between response agencies, thereby improving the safety of the transportation system for the traveling public.

Corridor Studies recently completed by SWRPA, including the [Greenwich-Stamford Route 1 Study](#), the [Darien Route 1 Study](#) and the [Route 7 Transportation and Land Use Study](#), concentrate on improving the safety along these busy stretches of key arterials within the South Western Region. The [Route 7 Corridor Assessment and Implementation Plan](#) includes operational safety as a fundamental and priority setting considerations.

SWRPA has devoted attention to various aspects of bicycle and pedestrian safety. The [South Western Region Bicycle and Pedestrian Plan](#) identified policies and activities to increase the use, safety, and convenience of bicycling and walking in Connecticut's South Western Region and promotes bicycling and walking as integral components of the Region's multi-modal transportation system. Building off the [Regional Bicycle and Pedestrian Plan](#), the [Bicycle-Pedestrian Safety Corridor Study](#) examines bicycle and pedestrian safety deficiencies in seven high priority corridors and recommends well established engineering countermeasures to address the issues identified. The corridors highlighted in this study have the poorest pedestrian and bicycle safety records of any State highways in the South Western Region. Safe Routes to Schools continues to be an important element of the region's non-motorized transportation system. Safe Routes plans have been developed for a number of primary schools in Greenwich, Norwalk, and Stamford. Norwalk and Stamford implemented Safe Routes to Schools Infrastructure improvements with funding from CTDOT. A 2014 infrastructure improvement project is approved for the Norwalk Roton Middle School using the 2009 master plan developed by SWRPA and consultants.

SWRPA has provided leadership in strengthening safety of its transit network. The [Stamford Transportation Center Master Plan](#) included SWRPA Staff participating on the technical committee and meeting separately with the consulting team to concentrate on critical safety matters faced by users of the facility on a daily basis. The [Westport Rail Stations Parking Study](#), which is now underway, will culminate with a mobility plan that includes improving multimodal circulation and safety as an objective.

SWRPA also offers technical assistance to its member municipalities on the CTDOT Local Bridge Program. SWRPA's report, the [Bridges of the South Western Region 2013](#), summarizes the State of Connecticut's Local Bridge Program including funding sources and bridge rating system, and provides a basic understanding of the overall structural condition of the bridges in the South Western Region.

With an aging population that struggles with the determination of the appropriate time to discontinue driving due to higher incidence of crashes, SWRPA's human services transportation planning has devoted much energy to providing planning assistance and coordination with entities that provide transit options for seniors and persons with disabilities. The [Locally Coordinated Human Services Transportation Plan](#) (LOCHSTP) process, in determining viable projects eligible for funding through the FTA's Section 5317 New Freedom Initiative, resulted in the development of a mobility manager position for the Bridgeport/Stamford Urbanized Area. The Mobility Manager program was competitively bid and awarded to the Kennedy Center. The program has centralized a variety of functions such as fielding questions and disseminating information that empower seniors and persons with disabilities to use transit safely and confidently.

With the continued evolution of SWRPA's geographic information system (GIS), the Agency's ability to perform complex analyses has increased dramatically. With georeferenced crash data soon available from the Connecticut Crash Data Repository, SWRPA is well equipped to enhance its analytical capabilities of the South Western Region's transportation network's safety.

3. Increase the security of the transportation system for motorized and nonmotorized users

SWRPA recognizes that the transportation system must be secure in order for it to be effectively used by all modes of transportation, people and goods. In addition, the transportation system is a resource for emergency responders to use and as asset to be managed for all hazards, manmade, terrorism or natural. Strong efforts have been made to address the expanded security emphasis required by SAFETEA-LU and MAP-21, and have been incorporated into our planning activities through involvement with DEMHS Region 1 and the emergency support functions. Security, including initiatives to create safer and more secure environments for all users, is a core component of the *Going Forward (the Plan)*.

Various projects with security components have been undertaken by SWRPA in recent years. In 2011, SWRPA updated the [South Western Region Pre-Disaster Mitigation Plan](#), which evaluates the Region's vulnerability to a number of natural hazards and qualifies the region's municipalities for certain FEMA funds in the event of a natural disaster. Currently SWRPA is developing a DEMHS Region 1 evacuation plan in cooperation with the Greater Bridgeport Regional Council (GBRC). FTA Section 5307 and related Enhancement funds have been used to provide various amenities at transit stations throughout the region that have created safer and more secure environments for passengers through improved lighting, sheltering, bike storage and other upgrades.

As described in the safety section, the SWRPA and the SWRMPO have worked with DEMHS Region 1 on broad-based emergency management and homeland security initiatives, and have continued work in transportation with responders and transit operators (Metro-North, Norwalk Transit District, CT Transit, and Greater Bridgeport Transit). Since 2007, SWRPA and the South Western Region MPO have been active voting members of the Region 1 Emergency Planning Team; SWRPA is the chair of DEMHS Region 1 ESF1 (Transportation), and has routinely developed or participated in various exercises, drills and training. The SWRMPO has included DEMHS matters in the non-MPO agenda, and has worked to develop strong applications resulting in a series of federal grants.

Rail security is an emphasis area of the DEMHS Region 1 and ESF1, with a working group established for improve communications, mapping of resources, access points to the rail and staging areas. SWRPA will continue to evaluate the security of highway and transit systems, current and developing plans, programs and processes to promote security.

4. Increase the accessibility and mobility options available to people and for freight.

The South Western Region's extensive transportation network includes rail, bus transit (including paratransit service), and highway and water transportation systems. With a long history of promoting transit services and conducting studies have to determine the level and type of services required,

SWRPA has been relentless in its efforts to increase the accessibility and mobility of people and for freight.

SWRPA's objective is to provide transportation for the traditionally transit-dependent (young, elderly, disabled, low income) as well as options that provide commuters with viable mode choices such as transit, walking, bicycling, ferry, and ridesharing. *Going Forward*, , promotes choice, alternative modes and demand management, and identifies transportation needs, strategies, and supports the use of new technology. *Going Forward* also supports Intelligent Transportation Systems (ITS) to promote system efficiency, reliability, operations and management, and to increase information available to users to enhance their ability to make smart travel choices and make the transit system more user-friendly and appealing to occasional users and those looking to reduce their auto dependency.

Since 1985 SWRPA has conducted parking counts and evaluations of CTDOT's park and ride locations in the region. Since 2010, the count has been undertaken each year. The findings and recommendations are documented in a report and posted on the [SWRPA commuter parking website](#). The findings and recommendations are shared with CTDOT, and occasionally corrective actions occur. In 2011, SWRPA also developed a web-based interactive map for commuter parking in the South Western region which provides information on the commuter parking lot location, spaces, past use, available transit and photos.

Corridor studies were initiated to improve mobility along critical corridors that suffer from congestion and circulation matters that directly affect accessibility and mobility. These studies recommend various accessibility improvements and multimodal enhancements to promote improved mobility. Each of these studies features a bicycle and pedestrian component to promote non-motorized forms of transportation:

- The [Route 7 Transportation and Land Use Study](#) offers viable, creative, and community friendly solutions that will improve mobility, safety, and quality of life within the Route 7 corridor. The Plan offers suggestions that connect and improve all modes of transportation in the context of a land use vision focused on vibrant mixed-use villages along the corridor with preserved areas between these villages. The Study includes proposed investments that include roadway improvements, additional rail parking, transit oriented development, and bike/pedestrian accommodations.
- The [Darlen Route 1 Corridor Study](#) developed a comprehensive transportation plan for US Route 1 that will provide improved mobility, multimodal accessibility and safety for all users. The plan incorporates land use and development strategies that support the transportation system, with transportation improvement recommendations of this study promote the concept of Complete Streets.
- The [Greenwich/Stamford Route 1 Study](#) focused on developing a community supported, coordinated plan to improve traffic operations on Route 1, improve pedestrian safety, manage access, accommodate transit and enhance the corridor's economic potential. The final plan recommends many "complete streets" elements, that improve operations for vehicles as well as mobility for pedestrians and bicyclists.

Additional studies have also been conducted by SWRPA to address all aspects of the transportation network:

- Following up on the *Greenwich/Norwalk Bus Rapid Transit Study*, which directly addressed accessibility and mobility with a recommendation to create an enhanced bus service in the Stamford to Norwalk portion of the corridor, SWRPA managed the [Coastal Corridor Bus Study \(2012\)](#), (administered by Norwalk Transit District) assessed governance and service delivery of all bus routes along Route 1 between the New York State Line and Madison, CT, with an emphasis on transfers to and from the existing Coastal Link Service jointly operated by Norwalk Transit District, Greater Bridgeport Transit and Milford Transit District.
- The [Stamford East Main Street Transit Node Feasibility Study](#) developed plans for a new rail station that would serve Stamford's East Side, and also included a recommendation for a bus shuttle to provide added connectivity to the Stamford Transportation Center. The Study also provided a framework for transit oriented development, with complete streets an integral component of the strategy for improving mobility for the neighborhood.
- The [Route 7 Corridor Assessment & Implementation Plan](#) developed a phased implementation improvement plan for the Route 7 corridor from the vicinity of Route 7 Expressway and Route 123 (Norwalk) to Route 7 and Wolfpit Road (Wilton) to address multi-modal operational and safety needs in the corridor that are not currently being pursued in any active planning, design or funded programs.
- The [Westport Bus Services and Needs Study](#) is conducting a comprehensive operational analysis of Westport's transit system, including its commuter & after-school routes and Services for Seniors and persons with disabilities. The Study will determine potential system expansion and modification to best serve needs of Westport residents and businesses.
- The 2010 [South Western Region Freight Overview](#) presents a summary of the existing freight transportation infrastructure and freight-related travel, safety and economic data for Connecticut's South Western Region. The study notes that the most important element of the region's freight system is I-95, which accounts for over 85% of the Region's commercial vehicle miles traveled. In addition to highway freight, the report reviews the region's commercial ports and freight rail service. The report also presents commodity flow data, showing the type of freight flowing into and out of region, as well as the local employment directly supported by freight transportation. In 2013, SWRPA produced a supplemental update document that summarized recent developments with freight transportation in Connecticut.
- SWRPA updated its 2009 [South Western Region Rail Parking Study](#) in 2011 and again in 2013. Each edition of the study examined various aspects of rail station parking, including inventory and usage, capacity, and information availability. The study provides a series of recommendations offering options to maximize and increase capacity and approaches to streamline permitting processes and reduce confusion for occasional users. As part of SWRPA's rail station parking initiative, SWRPA organizes biannual rail parking manager peer-to-peer sessions that include CTDOT and rail parking managers from other regions. The meetings provide the opportunity to validate SWRPA information, findings and recommendations, to share best practices, and to bring in featured speakers or vendors that address rail parking managers' requests and needs.
- To build on the momentum created with this study, the [Westport Rail Stations Study](#) is evaluating existing commuter parking facilities at and near the Westport and Greens Farms rail stations in Westport and developing strategies to implement potential improvements identified by the Study team. SWRPA's role in project development facilitates mobility through its process to develop its Transportation Improvement Program and selection of projects funded through programs such as STP Urban, CMAQ, and FTA Enhancement. SWRPA also provides leadership when state programs provide opportunities, as it did when the Governor's Bus Service Initiative required timely

prioritization of initiatives proposed by the broader urbanized area's transit operators to expand bus service.

SWRPA staff members have been and continue to be active participants on the many studies and projects in the region that have the ability to improve or add mobility, including:

- *CTDOT New Canaan/Waterbury Branch Line Study*
- *CTDOT Danbury Branch Environmental Assessment*
- *Stamford Transportation Center Master Plan*
- *South Norwalk Rail Station Intermodal Study (Norwalk Transit District)*
- *Stamford Urban Transitway – Phases 1 and 2*
- [I-95 Value Pricing Pilot Project/Connecticut Congestion Relief Study: Express Lanes & Electronic Tolling](#)
- *CT Metro North Commuter Rail Council*
- [Stamford Glenbrook and Springdale TOD \(CTOPM-funded\)](#)
- [Norwalk Traffic Management Plan \(STPB-funded\)](#)
- [Stamford High Ridge and Long Ridge Corridor Study \(STPB-funded\)](#)
- [Norwalk River Valley Trail Routing Study \(Recreational Trails Program-funded\)](#)

Within the Bridgeport/Stamford Urbanized Area, SWRPA took the lead in the development of a *Locally Coordinated Human Services Transportation Plan (LOCHSTP)*. The LOCHSTP comprised of the following programs:

- FTA Section 5310, which provides grant funding for the purchase of vehicles to private nonprofit corporations and associations or public bodies for the purpose of transporting elderly persons and persons with disabilities. Under CT DOT's management plan for the program, the federal grant provides 80% of the cost of the vehicle (up to \$40,000) with the remainder supplied by the entity receiving the vehicle grant. Since 2009, organizations participating in the program have been awarded 9 vehicles that enhance mobility for seniors and persons with disabilities.
- FTA Section 5316 – Job Access, Reverse Commute, which provides funding for services benefitting lower income individuals' ability to access their places of employment. The Workplace, Inc. took the lead in the Bridgeport/Stamford Urbanized Area's People to Jobs collaborative, and has developed a program of services specific to the urbanized area's needs and resources, resulting in the expansion of service hours along many bus routes into nights and weekends and more frequent service during other busier periods.
- FTA Section 5317 – New Freedom Initiative, which provide new public transportation services and public transportation alternatives for people with disabilities that go beyond the requirements of the Americans with Disabilities Act (ADA). The primary achievement of the region's New Freedom initiative is the creation of a Regional Mobility Manager, which is staffed by the Kennedy Center. This Mobility Manager has overseen the development of taxi voucher programs, a mobility handbook for seniors and persons with disabilities, developed volunteer driver programs, and promoted the use of accessible taxi vehicles. The New Freedom Initiative has also provided funding for new services, including a joint service sponsored by multiple municipalities to provide rides to the VA Hospital in New Haven

While not officially part of the LOCHSTP process, the State of Connecticut has provided funding since 2006 through a Municipal Dial-a-Ride Grant Program. SWRPA administers the program on a local level

and provides technical assistance, and the program has doled out in the range of \$300,000 - \$350,000 annually, with the towns providing a plethora of new services and expanded hours of dial-a-ride services.

Safe and connected pedestrian and bicycle facilities are essential elements of the comprehensive multi-modal transportation system envisioned for the South Western Region. These modes provide personal transportation choices that are alternatives to the single occupant vehicle and provide mobility to those who do not have access to an automobile. They can be relatively low cost, and contribute to a better quality of life, especially in City and Town centers. SWRPA promotes bicycling and walking in the region through a number of initiatives. The [South Western Region Bike/Pedestrian Plan](#) identified policies and activities that increase the use, safety, and convenience of bicycling and walking in Connecticut's South Western Region and to promote bicycling and walking as integral components of the Region's multi-modal transportation system. The [Bicycle-Pedestrian Safety Corridor Study](#) identified the region's state highway corridors with the highest number of bicycle- and pedestrian-involved crashes and recommended engineering countermeasures.

SWRPA also assists its member municipalities with technical assistance and obtain funding for Safe Routes to School and Federal Transit Administration Enhancement projects. The Safe Routes to Schools activities are described in the safety session.

5. Protect and enhance the environment, promote energy conservation, and improve quality of life.

As stated in its mission, SWRPA is dedicated to preserving and improving quality of life in South Western Connecticut. *Going Forward*, has incorporated the six livability principles developed jointly by the United States Department of Transportation (USDOT), Housing and Urban Development (HUD) and the Environmental Protection Agency (EPA), all of which are critical to harnessing the economic growth potential of the South Western Region by attracting investment, employment, and residents in a manner that does not further overwhelm the transportation system. This dovetails with key Plan strategies including investing in the transportation system in a timely manner to maintain a healthy and competitive regional economy and to promote quality of life and integrating land use planning with transportation, infrastructure and critical facilities, and energy planning to ensure that our communities remain vibrant and sustainable for the future.

SWRPA was a partner in New York-Connecticut Sustainable Communities, a consortium of cities, counties and regions funded with a U.S. Department of Housing and Urban Development (HUD) Sustainable Communities Regional Planning Grant. The consortium explored opportunities to create Transit-Oriented Development (TOD) and increase livability, as defined by HUD, throughout the region. Among the placed based projects funded by the Grant was the [Stamford East Main Street Transit Node Feasibility Study](#), which was conducted by SWRPA on behalf of the City of Stamford. The Study assessed the feasibility of a new rail station on the East Side of Stamford, and developed a phased implantation plan to build new transit oriented development, create complete streets, and add new transit services. The City of Norwalk separately conducted a consortium project focusing on implementing TOD in South Norwalk.

Environmental and Clean Air Responsibility – avoiding, minimizing, and mitigating negative environmental impacts of transportation projects and systems whenever possible, continues to be a core concept. The region is intimately involved in developing initiatives to improve air quality to bring the region into compliance with the clean air standards and develop a more healthy and high quality of life for all residents. *Going Forward* identifies measures to improve air quality, including promotion of alternative fuels and energy efficient transportation modes, increased public transit service, transportation demand management and transportation systems management, and new bicycle and pedestrian facilities. In its promotion of transit oriented development, *Going Forward* furthers policies that contribute to regional congestion mitigation, encourage sustainable travel options and minimize environmental impacts.

SWRPA has been working with the State of Connecticut to achieve goals established in its Climate Change Action Plan. In the wake of Superstorm Sandy, coastal resiliency and adaptation have become front page issues. To address this, SWRPA is participating in a FHWA [Hurricane Sandy Follow-up and Transportation Vulnerability Assessment and Adaptation Analysis](#) in collaboration with peer MPO regions in Connecticut, New York and New Jersey. This assessment will look at how future extreme weather events could affect transportation infrastructure and demonstrate how the transportation system could respond through design, operations, and maintenance strategies and the benefits of various adaptation actions. SWRPA is also performing a regional coastal vulnerability assessment, which will also inform and supplement the transportation vulnerability assessment.

Currently, SWRPA is working diligently on an [Emergency Evacuation Planning and Needs Assessment](#) which incorporates state/regional, municipal, and transportation assets relative to natural hazards. This is a joint venture with the Greater Bridgeport Regional Council, funded by the federal Homeland Security Grant Program (HSGP), which is administered by DEMHS. Principal natural hazards analyzed include proximity to FEMA Flood Zones, SLOSH Hurricane Inundation areas, and Superstorm Sandy Inundation areas. Sandy Inundation data provides a reasonable benchmark for emergency and transportation officials to consider in the placement of, protection, and mitigation of area resources, including key infrastructure.

The project is also exploring the feasibility of an interactive, web-based component which would provide certain data collected in an interactive, real-time format to emergency stakeholders so long as an internet connection is present. Such efforts also include the possibility of a public component which could inform the public of area natural hazards relative to their residences/place of work, while also providing important contact information and directions to assistance in the event of an emergency. Extensive outreach to municipal, regional/state, and federal stakeholders was conducted as part of this project, including soliciting input for future work efforts most beneficial/critical to the region.

SWRPA is also gearing up for the 2016 Update of the region's Pre-Disaster Mitigation Plan (PDM), which is primarily funded under FEMA's Hazard Mitigation Grant Program (HMGP), with a 25% local match. The goal of such efforts are to work with municipalities to identify strategies aimed at reducing vulnerability to damages caused by area natural disasters, including transportation resources. Natural disasters analyzed in the PDM include: Floods, Hurricanes and Tropical Storms, Severe Storms (i.e. Wind storms, Winter Storms), Severe Thunderstorms, Tornados, Dam Failure, Drought, Earthquakes, and Sea Level Rise. Specific strategies include those that reduce:

- The loss of life and property

- Human suffering
- Economic Disruption
- Disaster assistance costs resulting from natural disasters

The risk from natural disasters are evaluated, for purposes of the PDM, in terms of:

- Frequency
- Magnitude
- Vulnerable locations
- Economic loss

The formation of a PDM Advisory Committee comprised of municipal appointees includes: Emergency Management Directors (EMDs), Police and Fire Chiefs, Public Works, Planning, Engineering and Conservation Staff. SWRPA works with committee members to assess the success of mitigation strategies identified in the 2011 PDM update, as well as identifying new strategies and areas of concern, based off of more recent storm events.

In order to more fully consider the environment as it relates to transportation planning, SWRPA continuously consults with representatives of appropriate Federal and State agencies to review their inventories of historic, natural, and cultural resources as well as related efforts. These consultations help elevate environmental conservation and mitigation, land use, and historic preservation as important considerations in SWRPA's transportation planning program. Implementation of transit options and commuter choices will have positive impacts on the environment by reducing energy consumption and auto emissions.

To conform to requirements of its designation as a Transportation Management Area (TMA), SWRPA annually conducts travel time data collection as part of its Congestion Mitigation Process (CMP), and issues [Travel Time Monitoring Reports](#) annually. Its objective is to obtain quantitative data identifying and measuring congestion along major roadways and in the South Western Region. In the past, staff used GPS equipped probe vehicles to gather data on travel speeds and times during rush hour on I-95, CT 15 and Route 7. In 2013, SWRPA obtained access to I-95 Corridor Coalition Vehicle Probe Project Data, which all hours of the day, all days of the week, and both directions of travel. In 2014, SWRPA obtained access to the National Performance Management Research Dataset made available to MPOs by USDOT. These two data sources represent a major improvement over the floating car method previously used.

The South Western Region has taken on a variety of transit initiatives intended to curb growth of vehicle miles traveled and carbon emissions through efforts to reduce dependency on automobiles. A prime example is the updated [South Western Region Bike-Pedestrian Plan](#), which identified policies and activities that increase the use, safety, and convenience of bicycling and walking in Connecticut's South Western Region and promotes bicycling and walking as integral components of the Region's multi-modal transportation system.

Other studies conducted by SWRPA also promote increased use of transit and improved air quality. *The [Route 7 Transportation and Land Use Study](#)* recommended higher density nodes and transect zoning to encourage improved train station environments and TOD along the Danbury Branch. The [Coastal Corridor Bus Study](#) developed recommendations to improve and expand public bus service along

Connecticut's Coastal Corridor between Greenwich and New Haven, including new express services. The [Westport Bus Services and Needs Study](#) is assessing current operations and develop an updated recommended service and governance plan for bus services in Westport, including services to the town's two rail stations. The [Westport Rail Stations Parking Study](#) is evaluating existing commuter parking facilities at and near the Westport and Greens Farms rail stations in Westport and identifying and assessing potential improvements.

SWRPA initiated an [Electric Vehicle Infrastructure Plan](#), as it recognized the opportunity provided by new technology and Connecticut's role in preparing the region for more widespread acceptance of alternative energy vehicles. The initial report provided an overview of the technology and charging requirements, and performed a market assessment to help educate elected officials and provide a framework for installing charging stations in a regional manner.

Activities in which SWRPA sponsored or actively participated provide further indication of the importance of planning that provides environmental advantages. SWRPA participates on the technical committees of the *Danbury Branch Phase II Alternatives Analysis*, the [I-95 Value Pricing Pilot Project/Connecticut Congestion Relief Study: Express Lanes & Electronic Tolling](#), the [Glenbrook/Springdale TOD study](#) and the *Stamford High Ridge/Long Ridge Study*. SWRPA has also supported the Stamford Urban Transitway project, which incorporates automobile trip reduction and travel demand management strategies that promote alternative transportation modes.

6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight.

SWRPA has made a strong effort to enhance the integration and connectivity of transportation systems and modes for people and freight. The region is supportive of transportation investments that encourage development of a balanced transportation system which uses a variety of modes operating in a complementary way to save energy, reduce congestion, strengthen urban centers and meet the needs of all residents. *Going Forward* highlights connectivity as a key objective, as it proposes improvements to rail and commuter connections and services, more direct and seamless transit trips, and future studies of freight alternatives that link Connecticut to the Port of New York/New Jersey and the international rail grid.

SWRPA has devoted substantial amounts of time and energy in promoting connectivity through its activities. The [Stamford East Main Street Transit Node Feasibility Study](#) developed plans for a new rail station that would serve Stamford's East Side, and also included a recommendation for a bus shuttle to provide added connectivity to the Stamford Transportation Center. Connectivity was a key consideration of the [Coastal Corridor Bus Study](#), which introduced opportunities to introduce express services connecting Stamford, Norwalk and other key employment centers and looked to provide improved mobility for those unable to use the rail network. SWRPA is a participating agency for the *Danbury Branch Phase II Alternatives Analysis*, which is considering opportunities to improve and expand the Danbury Branch.

Member municipalities of SWRPA have closely coordinated with SWRPA on many projects enhancing transportation integration and connectivity, resulting in their inclusion on the Transportation Improvement Program. The City of Stamford is conducting a Transit Oriented Development Study at the Glenbrook and Springdale Stations; Stamford has also made substantial progress on the construction of its urban transitway, which will provide a single point of access to local and regional bus service, commuter rail, and Amtrak, and includes sidewalks and a dedicated bicycle lane, along with bus and road improvements. Phase 1 was completed in 2010, and Phase 2 is currently underway.

SWRPA also joined forces with the Westchester County Department of Planning to study [Access to Employment Centers and Disconnected Residential Areas](#) along the I-95, I-287 and Merritt Parkway Corridors. This joint project provides remediation recommendations that could improve interstate connectivity and provide opportunities for additional attainable housing within a reasonable distance from workplaces.

As the lead agency in the coordination of the Bridgeport/Stamford Urbanized Area's FTA recipients of Section 5307 Enhancement funds, SWRPA has worked closely with municipalities and transit providers to enhance connectivity through upgrades to transit facilities, such as installation of bike racks and bus shelters. Additionally, FTA enhancement funding along with STP Enhancement funding was used to assist the City of Norwalk with the development of a multi-use trail along the Norwalk River, which upon completion will promote commuting by bicycle and on foot due to its close proximity to the office, commercial and retail developments.

7. Promote efficient system management and operation.

The South Western Region's transportation planning program promotes and supports *transportation systems management* (TSM) to maximize the efficiency and productivity of the Region's existing transportation system. *Going Forward (the "Plan")* also identifies projects and studies aimed at prolonging the effective life of facilities, using new technology to achieve transportation system productivity and service enhancement, and refining operations, management, financing and governance to improve system efficiency.

The Region makes use of the various management systems developed by the Connecticut Department of Transportation as part of the planning process. A regional pavement management system and a geographic information system has been developed and implemented to assist in system management decisions. The 2010 *South Western Region ITS Strategic Plan* is an assessment of new and enhanced opportunities for the implementation of intelligent transportation systems (ITS) applications in the South Western Region. Eight proposed ITS strategies, identified by SWRPA and its stakeholders, were analyzed using IDAS, a sophisticated cost-benefit application that functions as a post-processor to travel demand models. Six of the eight benefits were shown to have positive cost-to-benefit ratios. In 2013, SWRPA produced a supplemental update document that summarized recent developments with regard to ITS in the South Western Region and Connecticut.

The corridor studies that SWRPA has recently completed each contain system management and operation as underlying objectives. The [Route 7 Transportation and Land Use Study](#) included access management as a task, while the broader goals of the Route 7 Study, the [Darlen Route 1 Study](#), and the [Greenwich-Stamford Route 1 Study](#) each revolved around improving traffic flow, improving safety,

addressing access management and accommodating multimodal operations. The [Westport Rail Stations Parking Study](#) and the [South Western Region Rail Parking Study](#) addresses operational deficiencies. SWRPA also is a participating agency in CT DOT's [I-95 Value Pricing Pilot Project/Connecticut Congestion Relief Study: Express Lanes & Electronic Tolling](#).

An example of the Region's support of TSM is the South Western Region Incident Management Team, which brings together local, regional and state agencies and organizations involved in responding to incidents on the regional highway, transit and water transportation systems. Meetings and training exercises of the South Western Region Incident Management Team improve coordination between response agencies, thereby improving system safety and operational efficiency. Since 1991 – when the Region began supporting the South Western Region Incident Management Team – it has helped to develop plans and programs to address system deficiencies, leading to quicker emergency response, decreased delay and less non-recurrent congestion. Incident management activities also operate through DEMHS Region 1 ESF-1, chaired by SWRPA staff, the Statewide Incident Management Task Force, and the New York State DOT Bridge Strike Task Force.

Since 1985 SWRPA has conducted parking counts and evaluations of CTDOT's park and ride locations in the region. Since 2010, the count has been undertaken each year. The findings and recommendations are documented in a report and posted on the [SWRPA commuter parking website](#). The findings and recommendations are shared with CTDOT, and occasionally corrective actions occur. In 2011, SWRPA also developed a web-based interactive map for commuter parking in the South Western region which provides information on the commuter parking lot location, spaces, past use, available transit and photos.

The region's park and ride lots are a facet of TDM, promoting alternatives to single-occupancy vehicle travel, such as ridesharing, carpooling, vanpooling, and public transportation programs, providing a convenient place for people to meet and travel together in one vehicle or bus.

SWRPA updated its 2009 [South Western Region Rail Parking Study](#) in 2011 and again in 2013. Each examined various aspects of rail station parking, including inventory and usage, capacity and information availability. The study provides a series of recommendations offering options to maximize and increase capacity and approaches to streamline permitting processes and reduce confusion for occasional users. As part of SWRPA's rail station parking initiative, SWRPA organizes biannual rail parking manager peer-to-peer sessions that include CTDOT and rail parking managers from other regions. The meetings provide the opportunity to validate SWRPA information, findings and recommendations, to share best practices, and to bring in featured speakers or vendors that address rail parking managers' requests and needs.

8. Emphasize the preservation of the existing transportation system

The top transportation objective of the South Western Region is to achieve and maintain a system-wide state of good repair for transportation equipment and facilities, including highways, bridges, and transit systems. *Going Forward* (the Plan) identifies the maintenance needs and resources to maintain the Region's transportation systems. Over the twenty-nine year span of the Plan, over \$773 million will be spent on system preservation and maintenance for projects such as paving, bridge repair or replacement and other forms of reconstruction in place. This equates to \$26 million per year for system preservation and maintenance. CTDOT also estimates that enhancement of the highway system will cost about \$51 million per year. Over thirty years, this expenditure would amount to approximately \$1.53 billion for projects that promote safety, improve mobility, increase system productivity, and support economic growth.

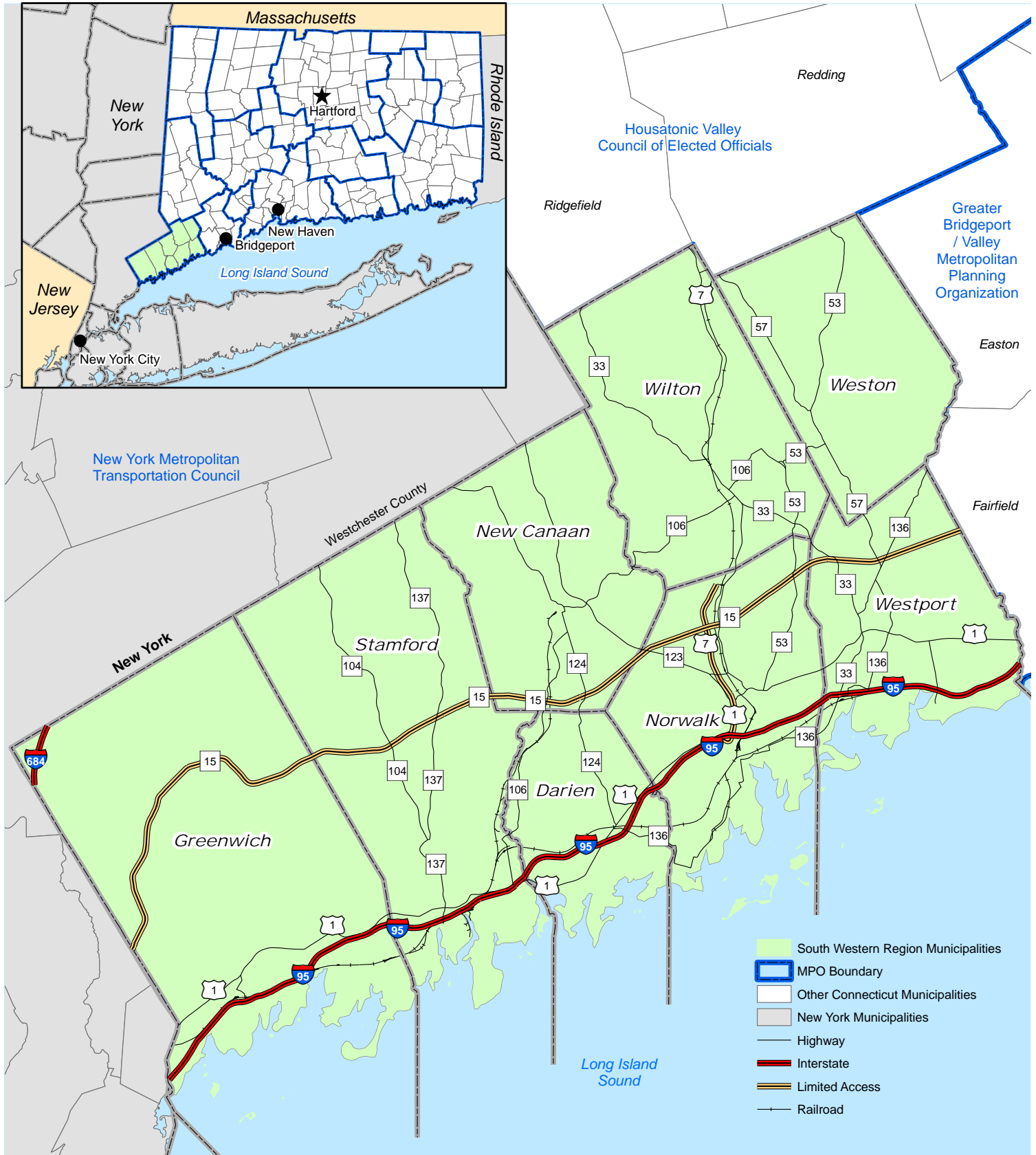
The [Transportation Improvement Program](#) is largely comprised of projects focusing on system preservation. SWRPA works closely with its Transportation Technical Advisory Group (TTAG) and the Members of the South Western Region Metropolitan Planning Organization (SWRMPO) to continuously amend the TIP to address pressing needs. Implementation of projects to attain and maintain a state of good repair for rail infrastructure bus systems, including infrastructure, ITS and rolling stock, are among the region's highest priorities for funding. The region continues to use and improve existing monitoring, management and evaluation systems of the towns, state and region to develop maintenance and paving programs and priorities to maximize pavement condition and longevity.

Transportation Systems Management and Operations (TSMO) is considered in all activities and incorporated into the long range transportation plan in accordance with all federal regulations and guidance. Objectives include development of processes and strategies for capital and operational improvements to preserve the existing highway and transit systems. The South Western Region Incident Management Task Force and The Locally Coordinated Human Service Transportation (LOCHSTP) planning efforts, and rail parking initiatives are examples of TSMO. The Congestion Management Process is a centerpiece of SWRPA's TSMO activities. SWRPA has also been a stakeholder in the State of Connecticut's Value Pricing Study.

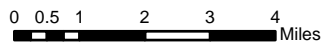
SWRPA also offers technical assistance to its member municipalities on the CTDOT Local Bridge Program. SWRPA its report, [The Bridges of the South Western Region 2013](#), which summarizes the State of Connecticut's Local Bridge Program including funding sources and bridge rating system, and provides a basic understanding of the overall structural condition of the bridges in the South Western Region.

The SWRPA Purchasing Cooperative is comprised of municipal purchasing staff and the SWRPA staff, and has resulted in the purchase of items that assist in system preservation, including gasoline, diesel oil, salt, and sand.

Figure 1. South Western Region Metropolitan Planning Area

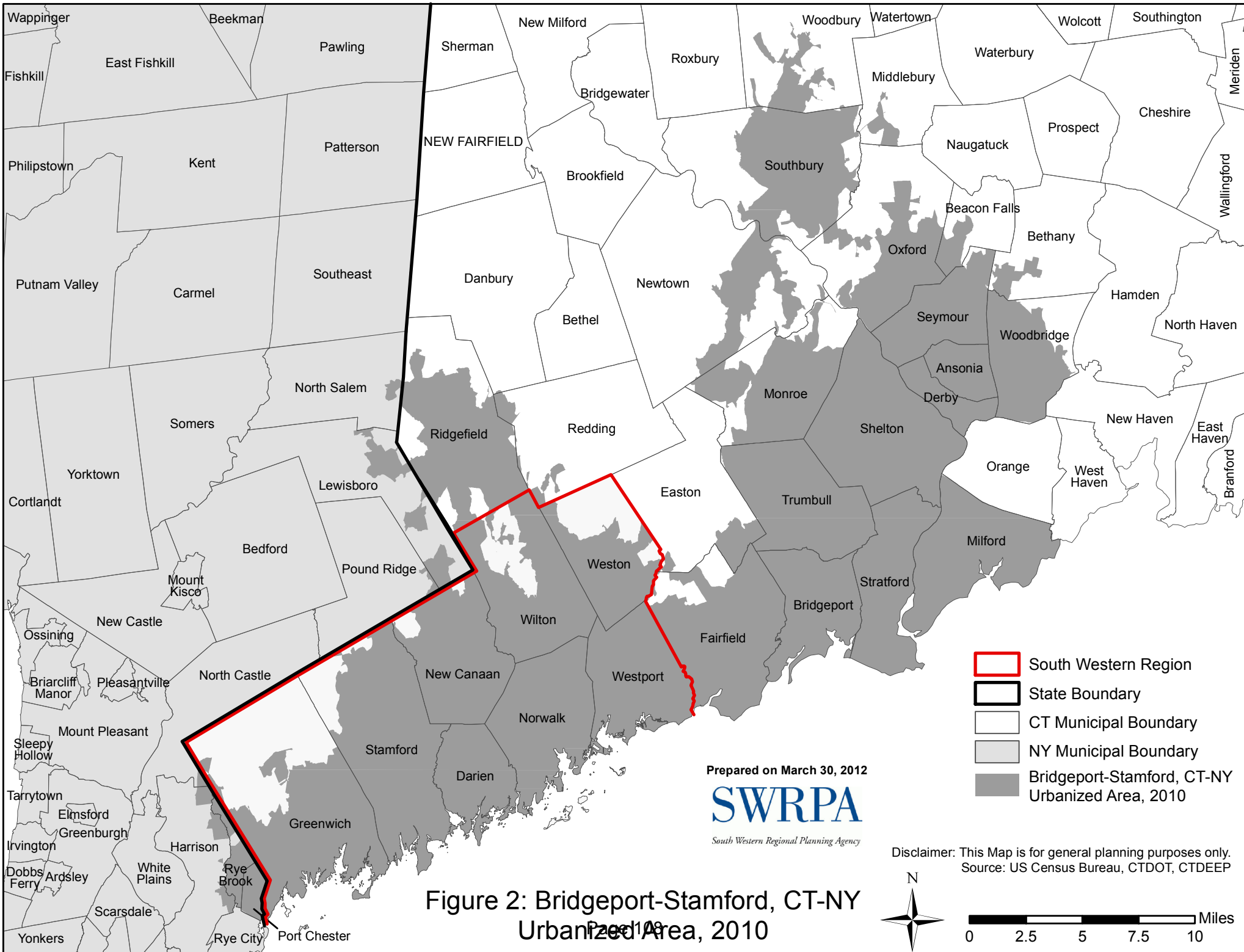


Prepared on March 12, 2010



Disclaimer: This map is intended for general planning purposes only.

Sources: Connecticut Department of Transportation, *Town Road Maps*; Connecticut Office of Policy and Management, *Conservation and Development Policies Plan for Connecticut, Locational Guide Map*; US Census Bureau, *Tiger/Line 2000*



- South Western Region
- State Boundary
- CT Municipal Boundary
- NY Municipal Boundary
- Bridgeport-Stamford, CT-NY Urbanized Area, 2010

Prepared on March 30, 2012
SWRPA
 South Western Regional Planning Agency

Figure 2: Bridgeport-Stamford, CT-NY Urbanized Area, 2010

Disclaimer: This Map is for general planning purposes only.
 Source: US Census Bureau, CTDOT, CTDEEP

Figure 3. New York-New Jersey-Connecticut
Transportation Planning Coordination Partners

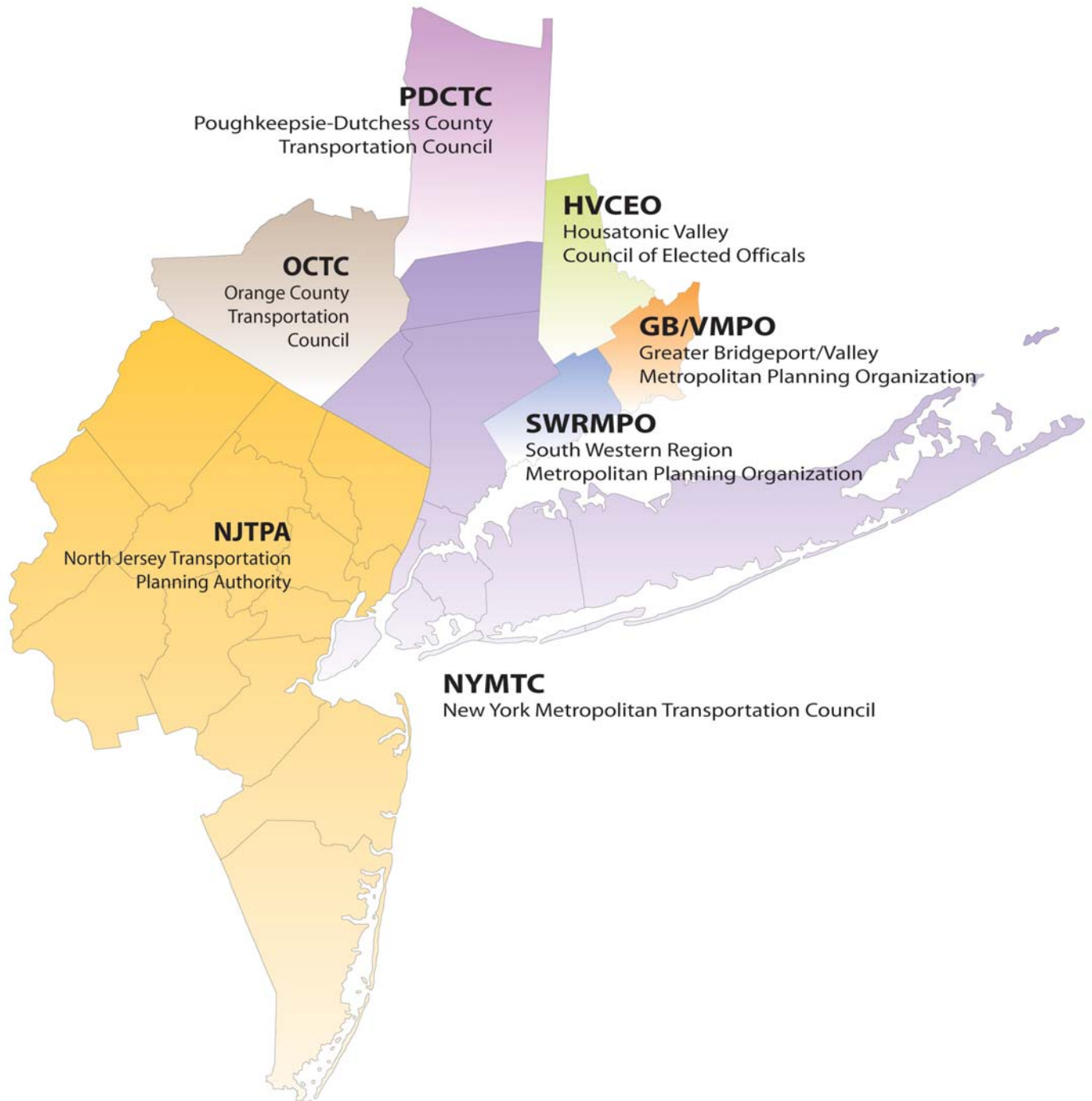
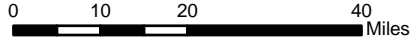


Figure 4: Eight-Hour Ozone Non-Attainment Area Boundaries, South Western Region MPO

- South Western MPO
- Bridgeport-Stamford Urbanized Area
- 8-Hour Ozone Non-Attainment Area
- State Boundary



Sources: U.S. Census Bureau, TIGER/Line File; Connecticut Department of Environmental Protection, Municipal Boundaries, NAAQS Non-Attainment Data

Disclaimer: This map is intended for general planning purposes only.

Prepared March 11, 2010
South Western RPA

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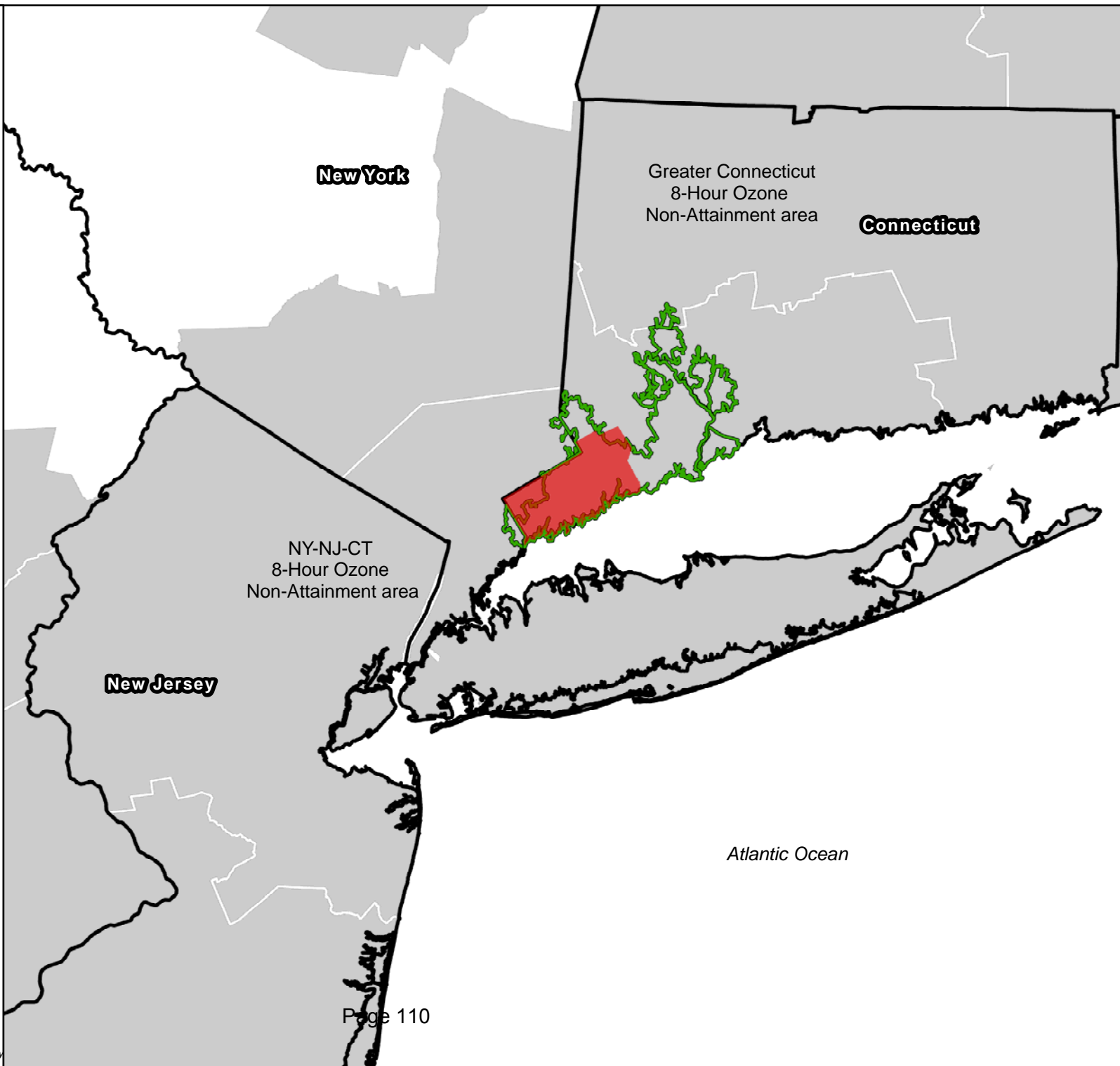


Figure 5: Fine Particle (PM-2.5) Non-Attainment Area Boundaries, South Western Region MPO

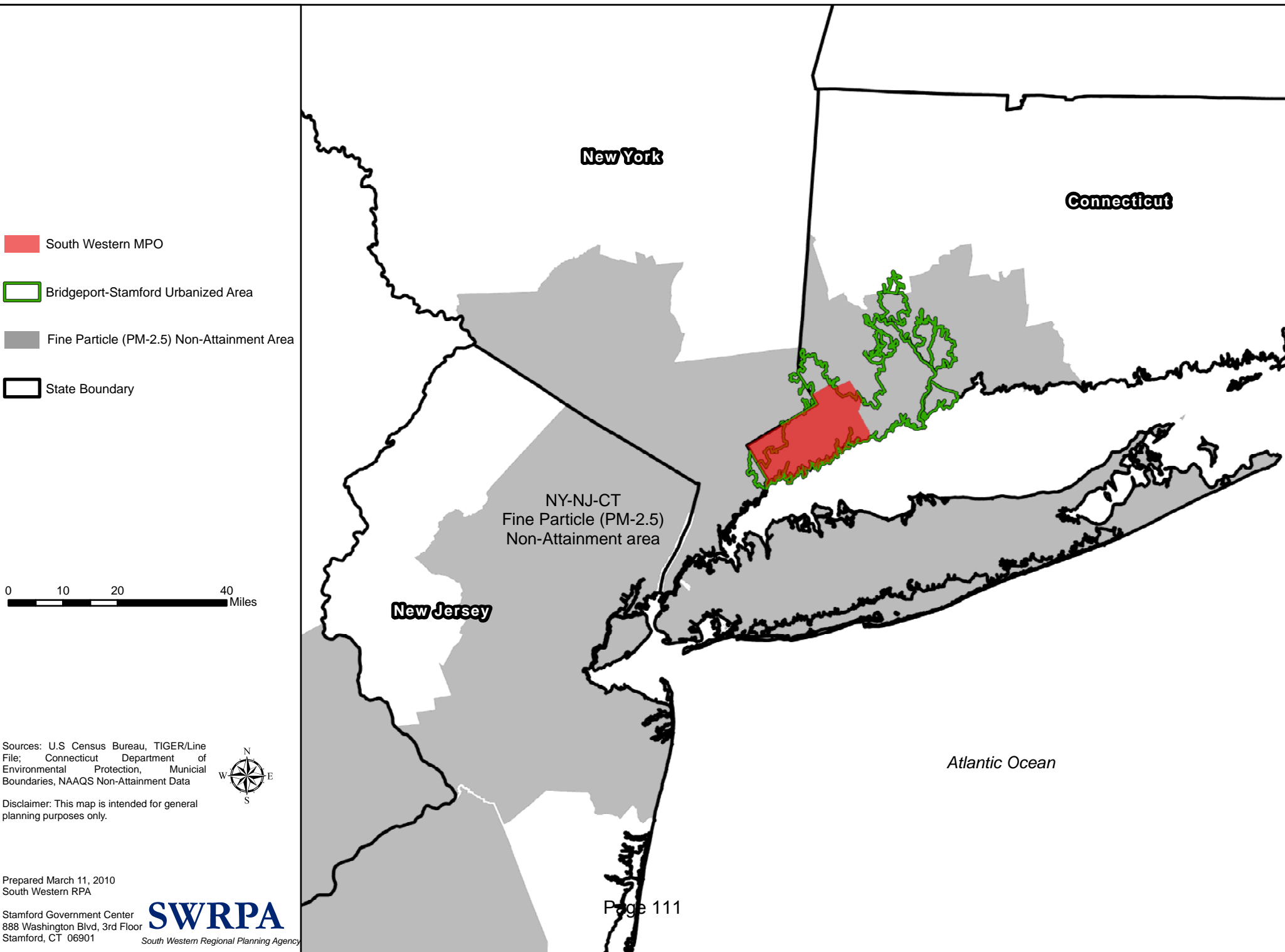
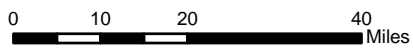


Figure 6: Carbon Monoxide (CO) Maintenance Area Boundaries, South Western Region MPO

- South Western MPO
- Bridgeport-Stamford Urbanized Area
- Carbon Monoxide (CO) Maintenance Area
- State Boundary



Sources: U.S. Census Bureau, TIGER/Line File; Connecticut Department of Environmental Protection, Municipal Boundaries, NAAQS Non-Attainment Data

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