

CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION  
TRANSPORTATION ADVISORY COMMITTEE - AGENDA

DATE: **Wednesday, July 5, 2017**  
TIME: **9:00 a.m.**  
PLACE: **CCRPC Office, 110 West Canal St. Winooski**

DELIBERATIVE AGENDA:

1. Action on Consent agenda – 9:00 – 9:05  
See memo on minor TIP amendment.
2. Minutes of June 6, 2017 – (Action Item) 9:05 - 9:10  
See attached.
3. Public Comment Period (Information item) 9:10 - 9:15  
Members of the public are invited to raise issues of interest or concern to the TAC on items not on the agenda.
4. Consultant Selection Approval (Action Item) 9:15 – 9:30  
In late May, the CCRPC issued a Request for Qualifications (RFQ) for Planning, Engineering and Environmental Services on behalf of our 19 municipalities. We are seeking consultants to help with a variety of transportation related tasks for the coming two fiscal years. The TAC needs to approve the list of qualified consultants. See attached memo for more information.
5. Status of RPC's Role in Water Quality (Information Item) 9:30 – 10:00
  - a) 2017/2018 field work/MRGP development
  - b) Municipal Grant-in-Aid Pilot Program
  - c) Additional MPO funded Water Quality Assistance
6. MTP Schedule and Content Update (Information Item) 10:00 – 10:15  
See attached MTP schedule. Staff will give a verbal progress report.
7. Certification of the MPO Planning Process (Information Item) 10:15 – 10:25  
Concurrent with the submittal of the proposed Transportation Improvement Program to Federal Highway Administration and Federal Transit Administration the CCRPC must certify that the metropolitan transportation planning process is being carried out in accordance with all federal requirements. Staff will review these requirements. See attached memo for more information.
8. Status of Projects and Subcommittee Reports (Information Item) 10:25 – 10:30  
**See bulleted list on the reverse for current CCRPC projects.** TAC members are encouraged to ask staff for more information on the status of any of these on-going or recently completed projects.
9. CCRPC June Board Meeting Report (Information Item) 10:30 – 10:35  
The Board met on June 21st warning the FY18 TIP for public hearing in July.
10. Chairman's/Members' Items (Information Item) 10:35 – 10:40  
See attached info sheet on VTrans and ANR clean water funding opportunities.

**Next Meeting: Tuesday, August 1, 2017 TENTATIVE TO PRESENT LATEST MRGP INFORMATION**

In accordance with provisions of the Americans with Disabilities Act (ADA) of 1990, the CCRPC will ensure public meeting sites are accessible to all people. Requests for free interpretive or translation services, assistive devices, or other requested accommodations, should be made to Bryan Davis, CCRPC Title VI Coordinator, at 802-846-4490 ext \*17 or [bdavis@ccrpcvt.org](mailto:bdavis@ccrpcvt.org), no later than 3 business days prior to the meeting for which services are requested.

## Project list:

- Title VI program participation and Public Participation Plan implementation
- Participation in the Vermont Highway Safety Alliance's working groups
- Participation in the State's Rail Council
- Coordination with United Way on the Neighbor Rides Program
- Exit 14 Areas Signal System Assessment Study (Burlington/South Burlington)
- VT Route 15 Signal System Assessment Study
- Advanced Traffic Monitoring System through FHWA AID grant – Pilot Corridor Implementation
- Allen Martin/VT 15 Intersection Scoping Study (Essex) – Final Report
- Countywide NHS Review and Update
- LPM services for Underhill sidewalk construction on VT 15 – Potentially postpone construction
- LPM services for Shelburne sidewalk construction on US 7 – Construction in July
- LPM services for South Burlington sidewalk construction on VT 116 – Under Construction
- LPM services for Hinesburg – Village South Area Sidewalk on VT 116 – Design Consultant selected
- Burlington Winooski Avenue Circulation Study
- Bay Road Shelburne Bike Ped Corridor improvements study
- Coordination with GMT on ADA and Elders & Disabled advisory committees
- Metropolitan Transportation Plan (MTP) Update
- Winooski/Burlington Bridge Scoping
- Colchester Ave/Riverside Ave/Barrett St Intersection Scoping (Burlington)
- US 7 Southern Gateway Scoping (Shelburne)
- North Ave Pilot Study (Burlington)
- North Williston Road Scoping Study (Williston)
- Regional Transportation Model Update
- Railyard Enterprise Supplemental Scoping of Alternative 1B (Burlington)
- Transportation Hazard Mitigation Planning
- Winooski River Bicycle/Pedestrian Bridge
- Essex Path/Sidewalk Impact Policies
- So. Burlington Williston Road Area Transportation and Land Use Network Analysis
- So. Burlington VT116-Kimball-Tilley Land Use and Transportation Plan
- Williston Exit 12 Transportation Improvement District (TID) Pilot Project
- I-89 Exit 14 Bike/Pedestrian Crossing Study, South Burlington
- Regional Transportation Energy Planning
- Shelburne Phase 2 of Form Based Zoning to Improve Walkability
- Overhaul of South Burlington's Traffic Overlay District
- Jericho Riverside Future Street Network Study
- Winooski Downtown Parking Management Study
- Update to South Burlington's Transportation Impact Fee Ordinance
- ADA Evaluation of Pedestrian Facilities in Essex/Essex Junction
- Malletts Bay Stormwater Management Plan (Colchester)

**CCRPC Transportation Advisory Committee**

**July 5, 2017**

Agenda Item 1: Consent Item

**FY2017 Transportation Improvement Program Amendment**

**Issues**

Make the following change to the FY17-2020 TIP:

**I-89 Paving, Colchester-Swanton** (Project HP136, Amendment FY17-18):

- › **Description of TIP Change:** Add \$3,940,200 to the TIP in FY17 for paving the northbound and southbound lanes of I-89 between Exit 16 and 20. This project is not subject to CCRPC's fiscal constraint limit because it is an interstate project.

**Staff Recommendation:**

Recommend that the TAC approve the proposed TIP amendment.

**For more information,  
contact:**

Christine Forde  
cforde@ccrpcvt.org or 846-4490 ext. \*13

1  
2 CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION  
3 TRANSPORTATION ADVISORY COMMITTEE - MINUTES  
4

5 DATE: Tuesday, June 6, 2017  
6 TIME: 9:00 a.m.  
7 PLACE: CCRPC Offices, 110 West Canal St. Winooski, VT  
8

9 **Members Present**

10 Matt Langham, VTrans  
11 Dean Bloch, Charlotte  
12 Dennis Lutz, Essex  
13 Bob Henneberger, Seniors  
14 Chris Jolly, FHWA  
15 Sandy Thibault, CATMA  
16 Bruce Hoar, Williston  
17 Nicole Losch, Burlington  
18 Katelin Brewer-Colie, Local Motion  
19 Barbara Elliot, Huntington  
20 Brian Bigelow, Underhill  
21 Dean Pierce, Shelburne  
22 Luke Valentine, St. George  
23 Jake Hemmerick, Milton  
24 Dean Bloch, Charlotte  
25 Peter Wernsdorfer, Winooski  
26 Dick Hosking, VTrans District 5  
27 Amy Bell, VTrans  
28 Robin Pierce, Essex Junction  
29 Justin Rabidoux, South Burlington  
30  
31

Bryan Osborne, Colchester, TAC Chair  
Dave Armstrong, GMT

**Staff Present**

Eleni Churchill, Transportation Program Manager  
Christine Forde, Senior Transportation Planner  
Charlie Baker, Executive Director  
Jason Charest, Senior Transportation Planning Engineer  
Marshall Distel, Transportation Planner  
Peter Keating, Senior Transportation Planner  
Chris Dubin, Transportation Planner  
Sai Sarepalli, Transportation Planning Engineer  
Regina Mahoney, Planning Program Manager  
Melanie Needle, Senior Planner  
Marshall Distel, Transportation Planner

**Others**

Dave Pelletier, VTrans  
Gina Clithero, Milton  
Caitlyn Bain, Williston

32 Bryan Osborne called the meeting to order at 9:00AM and asked for a round of introductions.  
33

34 **1. Consent Agenda**

35 A minor TIP amendment change adding funding to a I-189 culvert project was unanimously approved.  
36

37 **2. Approval of Minutes**

38 The May 2<sup>nd</sup> minutes were approved without changes.  
39

40 **3. Public Comments**

41 There were none.  
42

43 **4. FY2018 Transportation Improvement Program (TIP)**

44 Christine Forde began by putting the TIP into larger context flowing from the Metropolitan  
45 Transportation Plan, through corridor or scoping studies before ending up on the TIP list. She went on,  
46 explaining how from the TIP (where funding is identified and obligated) a project leads to design and  
47 construction. She then defined the TIP, described how projects get on it, and compared and contrasted the  
48 TIP to the State's Transportation Capital Program. She noted that the TIP is a planning and not a budget  
49 document. It represents the intent to construct or implement a specific project and the anticipated flow of  
50 federal funds. Using a sample page from the draft TIP Christine described how the document should be  
51 read and identified the content of its various sections. Of particular note is the anticipated level of funding  
52 expected over the coming 4 years:

- 53 • FY2018 -- \$78.6 million
- 54 • FY2019 -- \$58.4 million

- 1 • FY2020 -- \$52.3 million
- 2 • FY2021 -- \$46.2 million

3 Christine explained the ups and downs of year-to-year funding by looking at funding history back to 2007  
 4 in a bar chart. She also noted that FY17 was particularly high due to possible major grants awarded to  
 5 Burlington International Airport and GMT. She then broke down the TIP content in finer detail describing  
 6 transportation project categories, the amounts of funding in each, and also identified the projects that stem  
 7 from the three phases of the CIRC Alternatives process. Sources of funding and anticipated construction  
 8 over the next two years, as well as projects moving out of construction from the coming year's schedule  
 9 were described next. Christine concluded by describing the annual report of projects receiving federal  
 10 funds, recently constructed projects and historic funding levels by various categories. Following short  
 11 discussion, ROBIN PIERCE MADE A MOTION THE TAC APPROVE THE FY2018-2021 TIP AND  
 12 FORWARD IT TO THE BOARD FOR ADOPTION. THE MOTION WAS SECONDED BY KATELIN  
 13 BREWER-COLIE AND PASSED UNANIMOUSLY.

#### 14 **5. VTrans Long Range Transportation Plan (LRTP)**

15 Dave Pelletier of VTrans began by going over what he hoped would come out of his presentation today:

- 16 1. Review project schedule, roles and responsibilities
- 17 2. Present an overview of Existing Conditions & Future Trends report
- 18 3. Listen and document regional perspectives and priorities, and
- 19 4. Provide information on how to stay involved

20 He described the LRTP as a statewide framework to guide transportation decision-making and  
 21 investments for the next 20 years. He then went into some detail on the Existing Conditions & Future  
 22 Trends report highlighting information on each of the following:

- 23 1. System Overview – data on roads, bridges, transit, park and rides, etc.
- 24 2. VTrans System Plans and Policies
- 25 3. 2016 Statewide Transportation Public Opinion Survey – Information is available for smaller  
 26 geographies including northwest VT (Franklin, Chittenden and Addison Counties)
- 27 4. State & National Policy Review
- 28 5. Energy & Climate Change
- 29 6. Population & Demographics
- 30 7. Funding & Finance
- 31 8. Land Use & Transportation
- 32 9. Technological Change – alternatives fuels and autonomous vehicles

33 Dave was seeking TAC member comment, and discussion occurred both during and after his presentation,  
 34 providing input on document content as well as how the presentation might be revised for future  
 35 audiences. All project documents will be posted on the project website at:

36 <http://vtrans.vermont.gov/planning/long-range-plan>

37  
 38  
 39 **6. Metropolitan Transportation Plan (MTP) Update** Peter provided the latest information on MTP  
 40 development but started with a refresher on what the MTP is. His main topics included: Background  
 41 information, the MTP elements as proscribed by federal regulations, current conditions highlights and  
 42 project schedule. He noted that MTPs are integrated and multimodal, addressing both people and goods;  
 43 are on a 5 year schedule with a 20 year minimum time horizon; are based on current and forecast  
 44 conditions; and have specified outreach/process requirements. The CCRPC's MTP elements include:

- 45 • Current Transportation Conditions
- 46 • Future Demand
- 47 • Performance Measures and Targets
- 48 • Environmental Mitigation Discussion
- 49 • Financial Plan
- 50 • Corridor Discussion and Project Recommendations

1 Peter then briefly went over content from the draft Current Transportation Conditions report and asked  
2 the TAC to review it and send us any comments/revisions. He concluded with the project schedule,  
3 noting draft completion date, public hearings and final adoption.  
4

#### 5 **7. Accelerated Innovation Deployment (AID) Project**

6 Sai updated the TAC on this project's progress. It is an Advanced Traffic Monitoring System using  
7 Bluetooth technology to detect and record real travel times through 5 different road corridors around the  
8 region:

- 9 • Corridor 1: I-89 Exit 14, US 2 in South Burlington
- 10 • Corridor 2: VT 289, Susie Wilson Rd. & VT 15 in Essex
- 11 • Corridor 3: I-89 Exit 12, US 2/VT 2A in Williston
- 12 • Corridor 4: I-89 Exit 17 in Colchester
- 13 • Corridor 5: I-89 Exit 16, US 2 in Colchester

14 Sai explained that the project will use BlueTOAD Spectra equipment to collect the data and that data will  
15 have applications in several areas, including:

- 16 • Arterial Travel-Times (operations, Origin/Destination (OD), message boards, before/after studies,  
17 Adaptive analysis)
- 18 • Freeway Travel-Times (operations, OD, message boards)
- 19 • Work Zones
- 20 • 511/Traveler Information Systems
- 21 • Planning/Modeling, and
- 22 • Incident Management

23 The remaining tasks and schedule include:

- 24 • Pilot Corridor Implementation (Williston Road corridor) – June 2017
- 25 • Final Installation, Deployment and Validation - Summer 2017
- 26 • System Monitoring, Performance Measurement & Reporting - Winter 2017 – 2020

27 Dennis Lutz remarked on the importance of following up this phase with the equipment necessary to  
28 convey its information to the traveling public e.g. variable message signs. Dick Hosking noted that the  
29 VT RT 2A project would be impacted by a construction project in that corridor.  
30

#### 31 **8. TAC Volunteer to Review Consultant Qualifications**

32 Eleni asked for a TAC volunteer to review sets of consultant qualifications coming to the CCRPC and due  
33 on June 12<sup>th</sup>. Justin Rabidoux agreed to assist in this review.  
34

#### 35 **9. Status of Projects and Subcommittee Reports**

36 Bryan referred members to the project list on the back of the agenda.  
37

#### 38 **10. CCRPC May Board Meeting Report.**

39 Peter mentioned the Board approved the UPWP.  
40

#### 41 **10. Chairman's/Members' Items**

42 Charlie referred the members to the MRGP communication included in the meeting packet.  
43  
44

45 The meeting adjourned at 11:00 a.m.

46  
47 Respectfully submitted, Peter Keating



## **CCRPC Transportation Advisory Committee**

**7/05/17**

### **Agenda Item 4: Action Item**

## **Consultant Selection – Planning, Engineering and Environmental Services**

**Issues:** A Request for Qualifications (RFQ) was released on May 25, 2017 for *Planning, Engineering and Environmental Services*. The CCRPC seeks to select qualified and innovative consultants to provide a suite of services for a wide range of planning studies categorized into seven topic areas: Project Development (Scoping) & Technical Assistance Studies; Transportation Planning/Corridor/Area Wide Studies; Zoning Regulations/Land Use; Bicycle and Pedestrian Feasibility Studies; Public Participation; Intelligent Transportation Systems; Water Quality Project Assessment, Concept Plans, Design, and Construction Management. The program will commence in July 2017 and extend through June 30, 2019, with possible extensions to June 30, 2020 and June 30, 2021.

The RFQ was advertised via the Vermont Planners Association and the Vermont Institute of Transportation Engineers email lists, the Vermont Bid System website and CCRPC's consultant list. RFQ documents were posted on CCRPC's website. Proposals were due on June 12, 2017.

CCRPC received 16 proposals in response to this RFQ from the following consultants:

- Adamant Accord, Inc
- DuBois & King, Inc
- Fitzgerald Environmental Associates, LLC
- Holden Engineering & Surveying, Inc
- Hoyle, Tanner Associates, Inc
- McFarland Johnson, Inc
- Malone and MacBroom, Inc
- Resource Systems Group, Inc
- Stantec Consulting Services, Inc
- Stone Environmental, Inc
- Third Sector Associates
- Toole Design Group, LLC
- Town Planning & Urban Design Collaborative, LLC
- Vanasse Hangen Brustlin, Inc
- Watershed Consulting Associates, LLC
- WSP USA, Inc

A selection committee consisting of staff from the CCRPC and members of the CCRPC's Transportation Advisory Committee (TAC), Clean Water Advisory Committee (CWAC), and Planning Advisory Committee (PAC) met to review and discuss consultant qualifications on June 21, 2017. The selection committee included: Justin Ravidoux – TAC; Ken Belliveau and Robin

Pierce – PAC; Jenna Calvi – CWAC; Marshall Distel, Eleni Churchill, Chris Dubin, Regina Mahony, Christine Forde, Dan Albrecht, Emily Nosse-Leirer – CCRPC.

The committee selected the following firms by topic area to recommend for TAC approval:

**Project Development (Scoping) & Technical Assistance Studies:**

- DuBois & King, Inc
- McFarland Johnson, Inc
- Resource Systems Group, Inc
- Stantec Consulting Services, Inc
- Vanasse Hangen Brustlin, Inc

**Transportation Planning/Corridor/Area Wide Studies:**

- Resource Systems Group, Inc
- Vanasse Hangen Brustlin, Inc
- WSP USA, Inc

**Bicycle and Pedestrian Feasibility Studies:**

- DuBois & King, Inc
- Resource Systems Group, Inc
- Stantec Consulting Services, Inc
- Toole Design Group, LLC
- Vanasse Hangen Brustlin, Inc

**Intelligent Transportation Systems:**

- Stantec Consulting Services, Inc
- Vanasse Hangen Brustlin, Inc
- WSP USA, Inc

**Public Participation:**

- Adamant Accord, Inc
- Third Sector Associates
- Town Planning & Urban Design Collaborative, LLC

**Staff Recommendation:** Staff recommends that the TAC approves the selected consultants (listed above), as recommended by the selection committee, for *Planning, Engineering and Environmental Services*.

**For more information contact:** Marshall Distel  
mdistel@ccrpcvt.org or 861-8122



# Vermont Clean Water Funding Opportunities for Municipalities (SFY2018)

## VERMONT AGENCY OF TRANSPORTATION (VTrans)

GRANT PROGRAM	DESCRIPTION	FUNDING DETAILS	CONTACT	DUE DATE
Better Roads	<p>Municipal roadway improvements that benefit water quality, including:</p> <p>Inventories of roadway erosion and/or stormwater management issues and capital budget planning (Category A)</p> <p>Correction of road related erosion and/or construction of stormwater management projects (Category B)</p> <p>Correction of streambank and/or slope related problems (Category C)</p> <p>Roadway structures and culvert upgrades (Category D)</p>	<p>Total Funding Available: \$3 million</p> <p>Max. Award:</p> <p>Category A: \$8,000</p> <p>Category B: \$20,000</p> <p>Category C: \$40,000</p> <p>Category D: \$40,000</p> <p>Match Requirement: 20% local</p>	<p>Better Roads Project Coordinators:</p> <p>Alan May, Eastern Vermont alan.may@vermont.gov   802-828-4585</p> <p>Linda Blasch, Western Vermont linda.blasch@vermont.gov   802-498-7216</p> <p><a href="http://vtrans.vermont.gov/highway/better-roads">http://vtrans.vermont.gov/highway/better-roads</a></p>	Annually, late Spring
Municipal Highway and Stormwater Mitigation	<p>Environmental mitigation activities, including stormwater and water pollution prevention, management, and control related to highway construction or highway runoff</p>	<p>Total Funding Available: \$5.9 million</p> <p>Max. Award: N/A</p> <p>Match Requirement: 20% local</p>	<p>Joel Perrigo, VTrans Project Manager joel.perrigo@vermont.gov   802-828-2583</p>	Annually, late Summer
Transportation Alternatives Program	<p>Environmental mitigation activities, including stormwater and water pollution prevention, management, and control related to highway construction or highway runoff</p>	<p>Total Funding Available: \$2.2 million</p> <p>Maximum Award: \$300,000</p> <p>Match Requirement: 20% for design and construction, 50% for scoping</p>	<p>Scott Robertson, VTrans Project Manager scott.robertson@vermont.gov   802-828-5799</p> <p><a href="http://vtrans.vermont.gov/highway/local-projects/transport-alt">http://vtrans.vermont.gov/highway/local-projects/transport-alt</a></p>	Annually, Fall



# Vermont Clean Water Funding Opportunities for Municipalities (SFY2018)

VERMONT AGENCY OF NATURAL RESOURCES, DEPARTMENT OF ENVIRONMENTAL CONSERVATION (DEC)

GRANT PROGRAM	DESCRIPTION	FUNDING DETAILS	CONTACT	DUE DATE
Municipal Roads Grants-in-Aid Pilot	Road erosion control projects on hydrologically connected road segments currently not meeting draft Municipal Roads General Permit standards	Total Funding Available: \$2.1 million, allocated based on towns' hydrologically connected road miles  Match Requirement: 20% local cash/in-kind	Enroll through your local Regional Planning Commission  <a href="https://www.vapda.org">https://www.vapda.org</a>	July 5, 2017
Ecosystem Restoration Grants	Design and construction of water pollution abatement and control projects that target nonpoint sources of pollution, including stormwater management, natural resources restoration, road erosion control, and municipal capital equipment projects	Total Funding Available: \$3 million  Match Requirement: 50% for MS4 stormwater/road projects  Capital equipment projects: 50% for large towns (> 5,000 residents) 20% for small towns (≤ 5,000 residents)  Non-MS4/capital equipment projects scored higher based on match provided	Marli Rupe, Clean Water Initiative Program Assistant Manager  <a href="mailto:marli.rupe@vermont.gov">marli.rupe@vermont.gov</a>   802-490-6171  <a href="http://dec.vermont.gov/watershed/cwi/grants">http://dec.vermont.gov/watershed/cwi/grants</a>	Rolling applications with quarterly review
Multi-Sector Clean Water Block Grant	Construction of clean water improvement projects, administered by statewide partner(s), including stormwater management and natural resources restoration projects	Total Funding Available: \$1.5 million  Match Requirement: 50% for MS4 stormwater/road projects 20% for non-MS4 projects	Multi-Sector Clean Water Block Grant recipients will administer projects under this program  Block Grant recipient contacts will be posted here: <a href="http://dec.vermont.gov/watershed/cwi/grants">http://dec.vermont.gov/watershed/cwi/grants</a>	June 6, 2017
Clean Water State Revolving Loan Fund (CWSRF)	Low interest loans/subsidy for municipal/municipally sponsored wastewater treatment upgrade/refurbishment, combined sewer overflow abatement, and stormwater/nonpoint source management projects	Total Financing Available: \$87 million  Match Requirement: N/A	Thomas Brown, CWSRF Program Lead  <a href="mailto:thomas.brown@vermont.gov">thomas.brown@vermont.gov</a>   802-622-4205  <a href="http://dec.vermont.gov/facilities-engineering/water-financing/cwsrf">http://dec.vermont.gov/facilities-engineering/water-financing/cwsrf</a>	N/A



## MUNICIPAL WATER QUALITY ASSISTANCE - FY2018 UPWP APPLICATION

Please submit one form per project request. Forms should be emailed as a Word attachment to: [cdubin@ccrpcvt.org](mailto:cdubin@ccrpcvt.org).

<b>Submitted by (Name, Title)</b>	Click here to enter text.
<b>Municipality</b>	Click here to enter text.
<b>Telephone</b>	Click here to enter text.
<b>Email</b>	Click here to enter text.
<b>Date of Submittal</b>	Click here to enter a date.

The intent of this application process is to help Chittenden County towns Prepare for further Water Quality grant opportunities by developing conceptual design plans and cost estimates for identified project locations. This planning grant opportunity is not limited to BMPs within the municipal road right of way. As a reminder, this PL funded program has limits to engineering/design work which is consistent with other planning/scoping studies that the RPC generates for communities.

Proposed Grant Application Amount:	\$ _____.
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Project Location Description – Problem Identification <b>and</b> general proposed solutions.

**DRAFT 2050 MTP Development Schedule**

January 16, 2017

<b>Major MTP Tasks</b>		Jan 2017	Feb 2017	Mar. 2017	Apr. 2017	May 2017	June 2017	July 2017	Aug. 2017	Sept. 2017	Oct. 2017	Nov. 2017	Dec. 2017	Jan 2018	Feb. 2018	Mar. 2018	Apr. 2018	May 2018
1.	Update Forecasts, TAZs, LUAM, <b>Regional Model</b> (Separate schedule for these tasks)																	
2.	Develop and evaluate transportation scenarios																	
3.	Determine initial list of MTP Projects																	
4.	Update Metropolitan Transportation System (MTS) map																	
5.	Update transportation conditions maps (Congestion, Crashes, etc.) /Curent Conditions																	
6.	Determine financial constraint																	
7.	Update financial plan																	
8.	Forecast of future transportation conditions/analyze transportation scenarios/MTP Project List																	
9.	Update MTP Corridors (include new section on reducing vulnerability from natural disasters)																	
10.	Environmental consultation with Resource Agencies and Mitigation Report																	
11.	<b>First Draft MTP</b> and municipal outreach																	
12.	Develop crosswalk (note new FAST planning factors)																	
13.	Issues, Indicators/Performance measures and targets, strategies & actions for ECOS																	
14.	<b>TAC Recommends Approval of Draft MTP to the Board/CCRPC Board Warns 1<sup>st</sup> Public Hearing for Draft MTP</b>																	
15.	<b>1<sup>st</sup> Public Hearing</b>																	
16.	<b>Warn 2<sup>nd</sup> Public Hearing</b>																	
17.	Revise MTP as needed based on Public Comments																	
18.	<b>2<sup>nd</sup> Public Hearing &amp; MTP Board Adoption</b>																	

**Key:**  = Work  = Committee and Public Engagement  = Action / Deliverable

**Tasks – Committee Review Process** - #'s in chart below relate to tasks above and indicate when the groups below will be reviewing those tasks.

CCRPC Board, Executive Committee and Long Range Planning Committee (LRPC)	Receive monthly updates as necessary								Receive monthly updates as necessary								
TAC updates		1,3	3,7	2		4,5,6	7		2,8	9,11		12,13	14	Updates as necessary			
Local Government Updates and Comments							8	8		11	11	11	11				
Resource Agency Outreach*									10	10							
Outreach to tourism, intercity bus (optional) and natural disaster risk reduction organizations (new rule from FAST Act)							5,8,9		5,8,9								
Public Review														15 - 18			18

\*Groups include ANR staff responsible for environmental conservation, air and water quality, river management, wetlands, river health, policy/planning, and stormwater. Also, VTrans staff on historic preservation and archeology, and stormwater. Also, state fish & wildlife and federal, Army Corps, fish and wildlife. Winooski Valley Park District, Nature Conservancy and Lake Champlain Basin program.



**CCRPC Transportation Advisory Committee**

**July 5, 2017**

**Agenda Item 7: Information Item**

**Transportation Planning Process Certification**

**Background:** Concurrent with the submittal of the proposed Transportation Improvement Program to Federal Highway Administration and Federal Transit Administration the CCRPC must certify that the metropolitan transportation planning process is being carried out in accordance with all federal requirements. The certification, which is attached to this item, lists the federal requirements CCRPC must follow.

To the right of each item in the certification is a brief explanation of the content of that item.

Also attached to this item as Table 1 is a more detailed summary of each legal citation listed in the certification.

This item is being provided to the TAC for information – action is not required.

**For more information contact:** Christine Forde  
846-4490, ext. \*13 or [cforde@ccrpcvt.org](mailto:cforde@ccrpcvt.org)

**Attachments:** Certification document  
Table 1: Federal Regulations that MPOs Must comply with in the Planning Process

CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION  
 TRANSPORTATION PLANNING PROCESS CERTIFICATION  
 (To be submitted with each TIP)

In accordance with 23 CFR 450.336, the Vermont Agency of Transportation and the Chittenden County Regional Planning Commission, the designated MPO for the Burlington urbanized area, hereby certify that the transportation planning process is addressing the major issues in the metropolitan planning area and is being conducted in accordance with all applicable requirements including:

1. The metropolitan planning requirements identified in 23 U.S.C. 134 and 49 U.S.C. 5303;
2. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 C.F.R. Part 21;
3. 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
4. Section 1101(b) of the FAST Act (Public Law 114-357) and 49 C.F.R. Part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects;
5. 23 C.F.R. Part 230 regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
6. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and the regulations found in "Transportation for Individuals with Disabilities" (49 C.F.R. Parts 27, 37, and 38).
7. The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
8. Section 324 of 23 U.S.C. regarding the prohibition of discrimination on the basis of gender; and
9. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 C.F.R. Part 27 regarding discrimination against individuals with disabilities.

*Defines the metropolitan planning process.*

*CCRPC may not discriminate against any person under any program or activity receiving federal financial assistance. Protected categories include race, color, creed, national origin, sex or age.*

*CCRPC must ensure nondiscrimination in the award and administration of Department of Transportation (DOT)-assisted contracts and create a level playing field on which Disadvantages Business Enterprises can compete for DOT-assisted contracts.*

*Equal employment opportunity requirements for highway construction contracts. CCRPC does not award or oversee construction contracts.*

*CCRPC may not exclude any qualified handicapped person, solely by reason of his disability, from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity that receives Federal financial assistance administered by the DOT.*

*CCRPC may not discriminate on the basis of age in programs and activities receiving Federal financial assistance.*

*CCRPC may not exclude any person on the grounds of sex from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal assistance.*

*Pertains to discrimination for programs or activities conducted by any Executive agency.*

**Table 1**  
**Transportation Planning Process Certification:**  
**Federal Regulations that MPOs Must Comply With in the Planning Processes**

**Code of Federal Regulations**

- 23 C.F.R. Part 230**     **Implementation of Specific Equal Employment Opportunity Requirements**  
 Equal employment opportunity requirements must be included in advertising, award and contract administration procedures for Federal highway construction contracts.
- 23 C.F.R. 450.336**     **Self-certification and Federal certifications**  
 Concurrent with the submittal of the proposed TIP to the FHWA and FTA the MPO shall certify at least every four years that the metropolitan transportation planning process is being carried out in accordance with all applicable requirements including all regulations listed in this table.
- 49 C.F.R. Part 21**     **Nondiscrimination in Federally-Assisted Programs of the Department of Transportation Effectuation of Title VI of the Civil Rights Act of 1964**  
 No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity receiving Federal financial assistance from the Department of Transportation.
- 49 C.F.R. Part 26**     **Participation by Disadvantaged Business Enterprises in Department of Transportation Financial Assistance Programs**  
 Ensure nondiscrimination in the award and administration of DOT-assisted contracts and create a level playing field on which DBEs can compete for DOT-assisted contracts.
- 49 C.F.R. Part 27**     **Nondiscrimination on the Basis of Disability in Programs or Activities Receiving Federal Financial Assistance**  
 No otherwise qualified individual with a disability in the United States shall, solely by reason of his or her disability, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance administered by the Department of Transportation.
- 49 C.F.R. Part 37**     **Transportation Services for Individuals with Disabilities**  
 Implement the transportation and related provisions of titles II and III of the Americans with Disabilities Act of 1990 including standards for accessible vehicles and transportation facilities.
- 49 C.F.R. Part 38**     **Americans with Disabilities Act Accessibility Specifications for Transit Vehicles**  
 Provides minimum guidelines and requirements for accessibility standards for transportation vehicles required to be accessible by the Americans with Disabilities Act of 1990.

**FAST Act**

- Section 1101(b) of FAST Act (Public Law 114-357)**     **Authorization of Appropriations - Disadvantaged Business Enterprise**  
 Establishes guidelines for a portion of expenditures under the FAST Act to be directed to small business concerns owned and controlled by socially and economically disadvantaged individuals.

**Table 1 cont.**  
**Transportation Planning Process Certification:**  
**Federal Regulations that MPOs Must Comply With in the Planning Processes**

**United States Code**

**23 U.S.C. 134**

**Metropolitan Planning**

It is in the national interest to encourage and promote the safe and efficient management, operation, and development of surface transportation systems that will serve the mobility needs of people and freight and foster economic growth and development within and between states and urbanized areas, while minimizing transportation-related fuel consumption and air pollution through metropolitan and statewide transportation planning processes.

This section includes the following:

- General requirements
- Designation of Metropolitan Planning Organizations
- Metropolitan Planning Area boundaries
- MPO consultation in plan and TIP coordination
- Scope of planning process
- Development of Long-Range Transportation Plan
- Metropolitan Transportation Improvement Program
- Report on performance-based planning processes
- Funding

**23 U.S.C. 324**

**Prohibition of Discrimination on the Basis of Sex**

No person shall on the ground of sex be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal assistance under this title or carried on under this title.

**29 U.S.C. 794**

**Nondiscrimination Under Federal Grants and Programs**

No otherwise qualified individual with a disability in the United States, shall, solely by reason of her or his disability, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance or under any program or activity conducted by any Executive agency or by the United States Postal Service.

**42 U.S.C. 6101**

**Age Discrimination in Federally Assisted Programs**

It is the purpose of this chapter to prohibit discrimination on the basis of age in programs and activities receiving Federal financial assistance.

**42 U.S.C. 2000d-1**

**Civil Rights - Federally Assisted Programs**

Each Federal department and agency which is empowered to extend Federal financial assistance to any program or activity, by way of grant, loan, or contract other than of insurance or guaranty, is authorized and directed to effectuate the provisions of section 2000d of this title. (See below)

*Sec. 2000d: No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.*



**Table 1 cont.**  
**Transportation Planning Process Certification:**  
**Federal Regulations that MPOs Must Comply With in the Planning Processes**

**42 U.S.C. 12101 et seq**

**Equal Opportunity for Individuals with Disabilities**

To provide a clear and comprehensive national mandate for the elimination of discrimination against individuals with disabilities.

To provide clear, strong, consistent, enforceable standards addressing discrimination against individuals with disabilities.

To ensure that the Federal Government plays a central role in enforcing the standards established in this chapter on behalf of individuals with disabilities.

To invoke the sweep of congressional authority, including the power to enforce the fourteenth amendment and regulate commerce, in order to address the major areas of discrimination faced day-to-day by people with disabilities.

**49 U.S.C. 5303**

**Metropolitan Planning**

Defines the Metropolitan Planning process, including the following:

- General requirements
- Designating Metropolitan Planning Organizations
- Metropolitan Planning Area Boundaries
- MPO Consultation in Plan and TIP Coordination
- Scope of the planning process
- Developing Long-Range Transportation Plans
- Metropolitan TIP
- Report on Performance-based Planning Processes

**49 U.S.C. 5332**

**Nondiscrimination**

A person may not be excluded from participating in, denied a benefit of, or discriminated against under, a project, program, or activity receiving financial assistance under this chapter because of race, color, creed, national origin, sex, or age.