DATE: Tuesday, September 6, 2016
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 attached memo on minor TIP amendments.

2. Minutes of July 5, 2016 – (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. Road Erosion Inventory: Update and Consultant Selection (Action Item) 9:15 – 9:40
   CCRPC staff, with consultant assistance, has conducted road erosion inventory work for many of our communities. Staff will give an update and ask the TAC to approve a consultant to assist with project prioritization. See attached for more information.

5. Metropolitan Transportation Plan (MTP) Update (Information Item) 9:40 – 10:00
   The MTP was approved in 2013 as part of the ECOS plan and will need to be updated/revised in time to adopt again in 2018. The update process will begin this year and staff proposes to have the TAC act as an advisory committee for transportation. In addition, staff seeks a TAC member volunteer to the Long Range Planning Committee, the group overseeing all ECOS plan updates. Finally, staff will present the R-Moves travel data collection app – part of the regional Transportation Model update.

6. I-89 Exit 14 Systems Engineering Follow up (Information Item) 10:00 – 10:20
   In July the TAC pre-approved staff and evaluation committee for consultant selection for this project. Staff will give an update. See attached memo.

7. Status of Projects and Subcommittee Reports (Information Item) 10:20 – 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.

8. CCRPC July Board Meetings Report (Information Item) 10:30 – 10:35
   The Board met on July 20th holding a public hearing and approving the FY17 TIP.

9. Chairman’s/Members’ Items (Information Item) 10:35 – 10:40

CONsent Agenda – See attached memo.

Next Meeting: Tuesday, September 6, 2016
Project list:

- Title VI program participation and Public Participation Plan implementation
- Participation in working groups for the Vermont Highway Safety Alliance
- Participation on the State’s Transportation Proportional Share Implementation (Act 145)
- Participation in the State’s Rail Council
- Coordination with United Way on the Neighbor Rides Program
- Adaptive Signal Control Planning – Systems Engineering Analysis – Burlington/South Burlington
- Advanced Traffic Monitoring System through FHWA AID grant – **Systems Engineering**
- Systemic Local Roads Safety (SLRS) Program – Identify potential high risk locations
- Allen Martin/VT 15 Intersection Scoping Study (Essex)
- Expanded National Highway System (NHS) & Functional Class Review and Update
- LPM services for Underhill sidewalk construction on VT 15
- LPM services for Shelburne sidewalk construction on US 7
- LPM services for South Burlington sidewalk construction on VT 116
- Burlington Walk Bike Plan technical committee
- Charlotte Park and Ride Study
- South Burlington Sidewalk/Path Gaps Scoping
- Regional Active Transportation Plan
- Burlington Winooiski Avenue Circulation Study
- Bay Road Shelburne Bike Ped Corridor improvements study
- Bay Road Underpass pilot study
- Burlington/Winooski Main Street Bridge scoping
- Colchester Ave/Riverside Ave/Barrett St Intersection Scoping (Burlington)
- US 7 Southern Gateway Scoping (Shelburne)
- Winooski Transportation Master Plan
- North Ave Pilot Study (Burlington)
- Railyard Enterprise Scoping/PEL Project (Burlington)
- Transportation Hazard Mitigation Planning
- Transportation & Land Use Planning with Winooski and Shelburne
- 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 Pilot Project
- Mountain View Road Scoping Study, Williston
- I-89 Exit 14 Pedestrian/Bike Improvements, South Burlington
CCRPC Transportation Advisory Committee
September 6, 2016
Agenda Item 1: Consent Item

FY2016 Transportation Alternatives Program Amendments

Issues
Make the following changes to the FY16-2019 TIP:

VT17 Paving, Starksboro-Buels Gore (Project HP129, Amendment FY16-22):

• Description of TIP Change: Add $800,000 in federal funds for paving VT17 in Buels Gore. The project begins in Starksboro approximately 3.8 miles east of the VT 116/VT 17 intersection and continues approximately 6.1 miles easterly to the Buel’s Gore/Fayston town line. The total project length is 6.1 miles – 2.7 miles of which are in Chittenden County.

• Reason for Change: This project is being funded under a statewide paving item and is not subject to CCRPC’s fiscal constraint limit. The project was added to the TIP/STIP because of funding availability at the end of the federal fiscal year.

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. **Consent Agenda**

A memo in the meeting packet identified several minor TIP amendments. ROBIN PIERCE MADE A MOTION, SECONDED BY JUSTIN RABIDOUX TO APPROVE THE TIP AMENDMENTS. THE MOTION PASSED UNANIMOUSLY.

2. **Approval of Minutes**

BOB HENNEBERGER MADE A MOTION TO APPROVE THE MINUTES OF May 3rd, 2016. THE MOTION WAS SECONDED BY DENNIS LUTZ AND PASSED UNANIMOUSLY.

3. **Public Comments**

There were none.

4. **FY17 Transportation Improvement Program**

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

- FY2017 -- $93.1 million
- FY2018 -- $56.4 million
- FY2019 -- $53.4 million
- FY2020 -- $45.5 million
Christine explained the ups and downs of year-to-year funding by looking at funding history back to 2006 in a bar chart. She also noted that FY17 was particularly high due to possible major grants awarded to Burlington International Airport and CCTA. She then broke down the TIP content in finer detail describing transportation project categories, the amounts of funding in each, and noted the projects that stem from the three phases of the CIRC Alternatives process. Sources of funding and anticipated construction over the next two years, as well as projects moving out of construction from the coming year’s schedule were described next. Christine concluded by describing the annual report of projects receiving federal funds, recently constructed projects and historic funding levels by various categories.

Following short discussion, NICOLE LOSCH MADE A MOTION THE TAC APPROVE THE FY2017-2020 TIP AND FORWARD IT TO THE BOARD FOR ADOPTION. THE MOTION WAS SECONDED BY ROBIN PIERCE AND PASSED UNANIMOUSLY.

5. Travel Demand Model Consultant Selection

Jason Charest handed out a memo on this item that included background, the RFP process, consultant selection and review committee recommendation. The process was somewhat unusual in that the CCRPC decided to reissue the RFP after realizing that the original announcement posting was inconsistent on some sites. Some contained the project budget while others did not. The CCRPC felt that to rectify the inconsistency we should rebid the work. In the end the same two firms/teams bid on the work and the same recommendation was concluded from the process. Proposals were submitted by Warner Transportation Consulting with Smart Mobility and Manhan Group, and RSG with Economic and Policy Resources (EPR). The review committee recommendation was to contract with RSG/EPR. Jason noted that the new model will feature a number of enhancements over the current model including: More extensive road coverage, bike/ped capabilities, new demographic and population forecast data and a refined Transportation Analysis Zone (TAZ) structure. JUSTIN RABIDOUX MADE A MOTION THE TAC SELECT RSG TO UNDERTAKE THE MODEL UPDATE. THE MOTION WAS SECONDED BY DENNIS LUTZ AND PASSED UNANIMOUSLY. Dennis argued the importance of the model including all of the CIRC Alternatives projects in order to analyze their effectiveness relative to actually building the roadway. Jason announced that he recently became a new Dad.

6. I-89 Exit 14 Systems Engineering Analysis (SEA)

Sai described the background to this project noting that the CCRPC in coordination with VTrans, South Burlington and Burlington have been evaluating improvement options to reduce traffic congestion and improve traffic flows in the Exit 14 area. Previously the CCRPC contracted with Carnegie Mellon University (CMU) to analyze and determine performance benefits and the feasibility of using the SURTRAC Adaptive Traffic Signal Control System along two corridors: Main St/Williston Rd from Union St in Burlington to Hinesburg Rd in South Burlington; and Dorset Street from Williston Rd to Kennedy Drive. Sai noted that results indicated that an Adaptive Traffic Signal Control system would significantly improve traffic flows and reduced delays in the area. At the conclusion of the CMU study, VTrans, South Burlington and the CCRPC agreed to use some remaining Exit 14 SAFETEA-LU earmark funds to conduct a Systems Engineering Analysis to determine the most appropriate adaptive signal control system for the area. Sai reported that a SEA is a necessary prerequisite to use Federal Funds for ITS projects like this. To proceed, CCRPC staff developed a Scope of Work and solicited proposals from four engineering firms, under the simplified bid procurement process. Proposals were due June 24th and all four firms met the deadline. Due to vacation schedules and the July 4th long weekend, Sai reported that the review committee will not be able to meet until mid-July to review and score these proposals. Since there will be no TAC meeting in August, and to avoid delaying the start of this project, CCRPC staff requests that the TAC authorize the Review Committee to select the consultant based and their evaluation and recommendation. DENNIS LUTZ MADE A MOTION THAT THE TAC AUTHORIZES THE CCRPC TO ENTER INTO A CONTRACT WITH THE MOST QUALIFIED CONSULTANT FOR THE EXIT 14 SYSTEMS ENGINEERING ANALYSIS STUDY BASED ON THE REVIEW
COMMITTEE’S RECOMMENDATION. THE MOTION WAS SECONDED BY ROBIN PIERCE AND PASSED UNANIMOUSLY WITH JUSTIN RABIDOUX ABSTAINING.

6A. Road Erosion Inventory

Chris Dubin linked to the Underhill gravel road erosion map in order to describe the work that’s begun on this project. All gravel road segments there have been evaluated and rated high, medium or low for erosion vulnerability. The project is GIS based and other attributes are included in the inventory such as driveways, streams and culverts. While the project has started in Underhill, all other towns will eventually be done as well. The next step will be to issue an RFP to have a consultant develop a prioritization methodology using the inventory data as criteria. It is estimated that to complete everything will take two years. All RPCs in Vermont will be collecting the same inventory data and all of this effort is part of the Municipal Roads General Permit program administered by the Department of Environmental Conservation and designed to reduce stormwater related erosion from town roads. Charlie Baker added that towns need to document their erosion related work as these can receive phosphorus pollution related credits.

7. Status of Projects and Subcommittee Reports

Peter directed TAC members to the project list on the back of the agenda page and asked if members had any questions.

8. CCRPC May and June Board Meetings Report

Peter mentioned the Board has approved the FY17 UPWP and budget, warned a public hearing for the FY2017 TIP and approved the agreement between CCRPC, VTrans and CCTA.

9. Chairman’s/Members’ Items

Justin Rabidoux reported that the City of South Burlington had been selected by the EPA for an audit as one of the MS4 communities. EPA staff would be in town for a two day audit sometime in July or August.

The meeting adjourned at 10:25 a.m.

Respectfully submitted,

Peter Keating
Road Erosion Inventory: Update and Consultant Selection

Issues: In 2015 the Vermont Legislature passed Act 64, the Vermont Clean Water Act which requires the Vermont Department of Environmental Conservation (DEC) to develop a draft Municipal Roads General Permit (MRGP) to address road-related runoff impacting waterways. Towns will begin applying for coverage under the permit in summer of 2018 (proposed). The CCRPC is assisting municipalities with tasks associated with complying with the MRGP and developing a Road Stormwater Management Plan.

Background: The CCRPC was awarded Better Roads Category A grants from the Vermont Agency of Transportation (VTrans) in 2016 to conduct road erosion risk inventories of paved and gravel roads in Bolton, Essex, Jericho, Huntington, Richmond, St. George, Underhill, and Williston. CCRPC interns have collected relevant data in summer 2016, and the CCRPC is now seeking the assistance of a consultant to develop a prioritization methodology for gravel and paved road erosion sites. The methodology will be used by the consultant and CCRPC staff to prioritize/rank erosion sites within each of the 8 municipalities, and conceptual plans will be developed for selected top priority erosion sites.

Technical Proposals were received from the following firms in response to an RFP released by the CCRPC on July 15, 2016:

- DuBois & King
- Fitzgerald Environmental Associates (with Milone & MacBroom)
- Stone Environmental
- Watershed Consulting Associates

A review committee of Dan Albrecht, Pam Brangan, Bryan Davis, Chris Dubin, and Christine Forde scored the proposals and discussed results with Charlie Baker and Regina Mahony. Fitzgerald Environmental Associates was selected as the preferred consultant team.

Staff Recommendation: Staff recommends that the TAC approve Fitzgerald Environmental Associates, LLC as the selected consultant to complete this project.

Staff contact: Bryan Davis, bdavis@ccrpcvt.org, 802-861-0129

Attachments: None.
Exit 14 Area Systems Engineering Analysis Study - Consultant Selection Process

Follow up

Background: CCRPC staff solicited proposals from four engineering firms, under the simplified bid procurement process to conduct a Systems Engineering Analysis to evaluate and determine the most appropriate adaptive signal control system for the Exit14 area. The following four firms responded with proposals.

- RSG and ConSys Tec
- VHB Inc
- Stantec Inc
- Gannett Fleming Inc

At the July TAC meeting, TAC authorized the CCRPC to enter into a contract with the most qualified consultant based on the consultant review committee’s recommendation. The review committee met on July 20th to review and discuss proposals and selected a qualified consultant team. The following members were included in the review committee:

- Justin Rabidoux, South Burlington
- Dave Garen, Burlington
- David Armstrong or Designee, GMT formerly CCTA
- Derek Lyman, VTrans
- Mike Lacroix, VTrans
- Sai Sarepalli, CCRPC
- Eleni Churchill, CCRPC

Review Committee Recommendation: The review committee unanimously selected Stantec Inc., to conduct a Systems Engineering Analysis and develop systems engineering documents for the FHWA’s approval.

For more information Contact: Sai Kumar Sarepalli, (802) 846-4490 ext. 16, ssarepalli@ccrpcvt.org