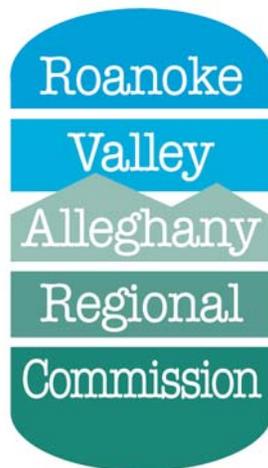


FY 2010  
**Rural Transportation Planning Assistance Program**  
**SCOPE OF WORK**  
for the  
Roanoke Valley-Alleghany Regional Commission  
(July 1, 2009 – June 30, 2010)



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Approved by the Roanoke Valley-Alleghany Regional Commission –

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Prepared by the Roanoke Valley-Alleghany Regional Commission staff through a cooperative process involving the city of Covington, the town of Clifton Forge, the counties of Botetourt, Craig, Franklin and Roanoke, the Virginia Department of Transportation, and the Federal Highway Administration.

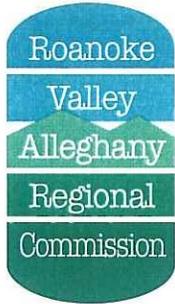
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# The Regional Commission

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The 26<sup>th</sup> day of February, 2009

## RESOLUTION

### Approval of the FY 2010 Rural Transportation Planning Assistance Program Scope of Work

**WHEREAS**, the FY 2010 Rural Transportation Planning Assistance Program Scope of Work will serve as the basis for all federal Department of Transportation (DOT) and/or Virginia Department of Transportation (VDOT) funding participation and will be included in all requests for DOT/VDOT planning funds within the rural planning area of the Roanoke Valley-Alleghany region; and

**WHEREAS**, this Planning Assistance Program Scope of Work details all transportation and transportation-related planning activities anticipated within the rural area of the district during the coming fiscal year.

**NOW, BE IT THEREFORE RESOLVED**, that the Roanoke Valley-Alleghany Regional Commission does hereby approve and adopt the FY 2010 Rural Transportation Planning Assistance Program Scope of Work, as amended.

Bradley E. Grose  
Chairman

# INTRODUCTION

The Virginia Department of Transportation (VDOT) has allocated part of the State Planning and Research (SPR) money made available under the Transportation Equity Act for the 21<sup>st</sup> Century (TEA-21) and continued under the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) to provide transportation planning *assistance* for non-urbanized portions of the State, including those within the Roanoke Valley-Alleghany region. These programs aid the State in fulfilling the requirements of the State Planning Process to address the transportation needs of non-metropolitan areas. Funds appropriated under 23 U.S.C. 307(c) (SPR funds) are to be used in cooperation with the Department of Transportation and Commonwealth of Virginia, for transportation planning as required by Section 135, Title 23, U.S. Code. These federal funds provide 80% financing and require 20% local match.

At a minimum, the scope of work shall address the following activities:

- Review of statewide transportation plans and compilation of local government comments relative to plan updates.
- Review of the annual Statewide Transportation Improvement Program.
- Development of regional consensus on priorities of highway and transit programs for consideration by the Commonwealth Transportation Board.
- Identification of major regional issues pertaining to transportation safety, road capacity, and accessibility.
- Identification of methods to expand and enhance transit services and to increase the use of such services.

In addition, the scope of work shall include other specific activities as requested by VDOT and/or the Federal Highway Administration. The scope of work may also include activities or studies addressing other transportation planning related issues that may be of specific interest to the region. However, the cost to carry out the entire program must be kept within the financial assistance being provided unless additional local funds are made available to finance the additional work. The criteria for the determination of eligibility of studies for inclusion as part of this document are based upon 23 U.S.C. 307(c), State Planning and Research.

Agencies and/or governments participating in the selection of projects for the Rural Transportation Planning Assistance Program – Scope of Work include the Federal Highway Administration, the Virginia Department of Transportation, the Town of Clifton Forge, the City of Covington, and the counties of Alleghany, Botetourt, Craig, Franklin and Roanoke.

# **I. PROGRAM ADMINISTRATION**

## **A. Rural Transportation Program Management**

*Description:* This activity includes all ongoing department-wide management and administrative activities, not attributable to specific program activities. There are two objectives for this work task: (1) the administration of transportation planning work program activities; and (2) the completion of necessary contracts, invoices, progress reports, correspondence, and grant applications in support of the work program.

*Deliverable End Product:* The primary result of this task will be a well functioning transportation program.

- Preparation of Commission and Rural Transportation Technical Committee (RTC) agendas, notices, minutes and memorandums.
- Preparation of quarterly financial progress reports.
- Purchase of professional reports, materials, equipment, and services as needed to assist staff in work activities.

## **B. Rural Transportation Planning Assistance Program – Scope of Work**

*Description:* This task provides for the annual preparation of the Rural Transportation Planning Assistance Program – Scope of Work for the upcoming fiscal year (i.e. July 1, 2009 to June 30, 2010). Any amendments or revisions to the existing scope of work are also a part of this element.

*Deliverable End Product:* The FY 2010 Rural Transportation Planning Assistance Program – Scope of Work, which documents the activities to be accomplished by the Roanoke Valley-Alleghany Regional Commission staff in the upcoming fiscal year. It will also include any amendments or revisions to the existing scope of work.

# **II. PROGRAM ACTIVITIES**

## **A. Regional Long-Range Transportation Plan – Phase IV**

*Description:* The purpose of this program is to create a regional long-range plan in the rural portion of the Roanoke Valley-Alleghany Regional Commission (RVARC) to complement the long-range transportation plan developed by the Roanoke Valley Area Metropolitan Planning Organization (RVAMPO) for the metropolitan area. This program is broken up into four phases across a multi-year effort that will result in a “safety conscious, GIS based long-range multimodal plan (highways, bicycle/pedestrian, freight, aviation and transit) for the RVARC. The four phases are: Phase I – Goals and Data Collection (FY 2007); Phase 2 – Analysis and Problem Identification (FY 2008); Phase 3 Public Outreach and Recommendation Development (FY 2009); and Phase 4- Public Endorsement and Regional Adoption (FY 2010).

Deliverable End Product: 1.) Complete any unfinished tasks and deliverables from Phase 1, 2, or 3 of the Rural Long Range Plan; 2.) Coordinate the review of draft plan recommendations and plan elements with the Rural Technical Committee; 3.) Coordinate and assist with the public and stakeholder involvement process; 4.) Assist VDOT and consultant with presentations to the Planning Commission throughout plan development; 5.) Work with Planning Commission to secure formal adoption/approval of the Rural Long Range Transportation Plan; 6.) Provide support and input to VDOT's statewide planning efforts. (i.e. VTRANS, Freight Study and Performance Report.); and 7.) Provide assistance to member jurisdictions on transportation planning related issues.

**B. Botetourt County & Clifton Forge Comprehensive Plans – Transportation Element.**

Description: Assist the Town of Clifton Forge and Botetourt County during FY 2010 with updates of their Comprehensive Plans. The Rural Transportation Planning Assistance Program will be used to fund work on the transportation element of the plan, which will minimally contain information as required in the Code of Virginia.

Deliverable End Product: Transportation element of the Town of Clifton Forge and Botetourt County Comprehensive Plans, including maps and data on all modes of transportation (as specified in the Code of Virginia).

**C. Jackson River Scenic Trail Conceptual Plan – Covington Segment**

Description: Prepare a conceptual plan for the development of a segment of the Jackson River Scenic Trail and Blueway within the City of Covington. The full extent of the trail and blueway is proposed to extend from Hot Springs to Iron Gate, along the Jackson River and an abandoned C&O rail corridor. The conceptual plan will examine issues related to completing the Covington segment of the trail, including potential routes, connections, destinations, right-of-way, estimated costs, and potential funding sources.

Deliverable End Product: A conceptual plan for the Jackson River Scenic Trail within the City of Covington, including: 1.) maps of potential trail routes; 2.) list and maps of trail connections and destinations; 3.) right-of-way assessment; 4.) cost estimates; and 5.) potential funding sources.

**D. Route 40 Corridor Plan - Phase I**

Description: Land within the Route 40 corridor, from Rocky Mount to the Pittsylvania County line, is starting to be developed at an increasing rate and Franklin County would like to develop a plan for the corridor in order to properly guide and accommodate it. The Regional Commission will assist Franklin County to develop a Route 40 Corridor Plan makes land use and transportation recommendations for distinct districts along the corridor. Franklin County staff will coordinate all public involvement and presentations to the Planning Commission and Board of Supervisors. This Plan will be adopted by the

Franklin County Board of Supervisors as an amendment to the Comprehensive Plan. VDOT rural transportation funding will be used for the transportation-related aspects of the plan, while Regional Commission local funds will be used to support planning of other components. This project will likely continue into Fiscal Year 2011.

Deliverable End Product: Rt. 40 Corridor Study containing: 1.) Existing and Future Conditions Data, 2.) Mapping; 3.) Future development alternatives; 4.) Land use, design, transportation, access management recommendations.

#### **E. Transit Feasibility Study – Rocky Mount to Roanoke**

Description: Evaluate the feasibility and economic impact of instituting fixed-route transit service from Rocky Mount to Roanoke. Estimate potential ridership, stop locations, frequency, and cost of the service. Coordinate with Franklin County, Rocky Mount, Roanoke County, and Valley Metro. Data from the 2008 National Household Transportation Survey will be utilized for commuter analysis. Project support will also be provided through the Regional Commission’s RideSolutions program.

Deliverable End Product: Transit feasibility Study containing: 1.) Map of proposed service and stop locations, 2.) Commuter statistics and data, 3.) Estimate the economic impact of the service to the local communities, 4.) Recommendations.

#### **F. General Technical Assistance, Technical Support Activities.**

Description: RVARC staff will research, develop, maintain, and analyze data for use in a variety of technical support and planning support activities. Work activities will be organized around the following subtasks. Any combination of subtasks may be completed in FY2010 as opportunities and needs arise; however, circumstances may not permit all subtasks to be finalized by the end of the fiscal year.

##### **Subtasks:**

- **General Technical Assistance** to local governments, planners and citizens as requested.
- **Technical Support Activities** – a variety of planning support activities to support work program projects and/or the general planning process (i.e. turning movement counts).
- **Regional Greenways Mapping Assistance** – GPS and mapping assistance to the Regional Greenway Commission and member governments as needed.
- **Transportation Enhancement Assistance** – Local government assistance on the preparation of Transportation Enhancement (TE) grants as needed.
- **Review of Traffic Impact Analysis** – Assist local governments in their review and consideration of traffic impact analysis, as required under Chapter 527 regulations.

Deliverable End Product: Specific technical assistance products requested by member local governments and other partner agencies.

### III. BUDGET

| Tasks                                   | VDOT (SPR)      | Local           | Total           |
|---|-----------------|-----------------|-----------------|
| <u>Program Administration</u>           |                 |                 |                 |
| A. Program Management                   | 6,387           | 1,597           | 7,984           |
| B. RTPAP- Scope of Work                 | 1,597           | 399             | 1,996           |
| <b>Total Administration</b>             | <b>\$7,984</b>  | <b>\$1,996</b>  | <b>\$9,980</b>  |
| <u>Program Activites</u>                |                 |                 |                 |
| A. Regional Long-Range Trans. Plan      | 15,152          | 3,788           | 18,940          |
| B. Botetourt & Clifton Forge Comp Plans | 7,030           | 1,758           | 8,788           |
| C. Jackson River Scenic Trail Plan      | 7,567           | 1,892           | 9,459           |
| D. Route 40 Corridor Plan               | 7,578           | 1,894           | 9,472           |
| E. Transit Feasibility Study            | 5,811           | 1,453           | 7,264           |
| F. General Technical Assistance         | 6,878           | 1,719           | 8,597           |
| <b>Total</b>                            | <b>\$58,000</b> | <b>\$14,500</b> | <b>\$72,500</b> |