FY 2017 Rural Transportation Planning Work Program

SCOPE OF WORK

for the

Roanoke Valley-Alleghany Regional Commission

(July 1, 2016 – June 30, 2017)

Roanoke Valley-Alleghany
REGIONAL
commission

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RESOLUTION

Prepared by the Roanoke Valley-Alleghany Regional Commission staff through a cooperative process involving the City of Covington, the Towns of Clifton Forge and Rocky Mount, the Counties of Alleghany, Botetourt, Craig, Franklin and Roanoke, the Virginia Department of Transportation, and the Federal Highway Administration.

PURPOSE AND OBJECTIVE

The Virginia Department of Transportation (VDOT) allocates part of the State Planning and Research (SPR) funding to provide annual transportation planning assistance for non-urbanized areas within the Commonwealth. The Rural Transportation Planning (RTP) Program was created to 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 used in cooperation with the Department of Transportation, Commonwealth of Virginia for transportation planning as required by Section 135, Title 23, U.S. Code. These Federal funds provide 80 percent funding and require a 20 percent local match.

In FY 2017 each planning district commission/regional commission that has rural area will receive $58,000 from VDOT's Rural Transportation Planning Assistance Program. The corresponding planning district commission / regional commission will provide a local match of $14,500 to conduct rural transportation planning activities. This resource may be supplemented with additional planning funds. The arrangement of all such funds involves the development of a scope of work, approval and other coordination in the Transportation & Mobility Planning Division's administrative work programs.

The scope of work shall include 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. The criteria for the determination of eligibility of studies for inclusion as part of this work program are based upon 23 U.S.C. 307 (c), State Planning and Research.

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. Any amendments or revisions to the existing scope of work are also a part of this element.

Deliverable End Product: The *FY 2018 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.

SPR Funds (80%)	**$58,000**
PDC Funds (20%)	**$14,500**
Total Budgeted Expenditure for Program Administration	**$72,500**

II. PROGRAM ACTIVITIES ($)

A. Rural Long-Range Plan Project Prioritization ($)

Description: Submit a prioritized list of projects for HB2 consideration to the Salem District Planner by the Second Quarter of FY'17. Also, provide documentation of prioritization methodology used to develop the list.

Deliverable End Product: Prioritized list of candidate HB2 projects which are derived from locality stakeholders and the Roanoke Valley-Alleghany Rural Long-Range Transportation Plan, and ultimately recommended to the RVARC Board.

B. Bicycle and Pedestrian Planning ($)

Description: Planning and development of non-motorized transportation infrastructure, such as sidewalks, trails, greenways, bike lanes, and other facilities. This item will include the following projects:

- **Bicycle Route 76 Corridor Study Recommendations Implementation** – Work with localities to implement recommendations from the U.S. Bicycle Route 76 study. The study includes an inventory of existing conditions and recommendations for safety, wayfinding, and spur routes to connect to other bicycle facilities.
- **Pedestrian Infrastructure Mapping and Inventory** – Continue mapping rural pedestrian infrastructure and identify gaps in the network. In FY'17, the task will involve mapping sidewalks in the Town of Buchanan. Provide VDOT with a shape file with lat/long locations to include whether the gap is located adjacent to the roadway.
- **Clifton Forge Long-Range Trail Connection Plan to Adjoining Counties** – Identify the gaps/lack of connection to the existing non-motorized transportation network so that there is a plan for eventual connection from Salem to Clifton Forge. Research funding sources applicable to make such connections.
- **Botetourt County Greenway Trail Assistance** – To assist Botetourt County to develop an activity timeline for greenway development; provide technical assistance/resources to implement a greenway plan; and utilize economic modeling tools to assist in project development.
- **Regional Greenway Plan Update** – Assist the Greenway Commission in a Regional Greenway Plan update to reflect significant changes in the intervening 10 years since the previous plan's adoption. New funding sources, prioritization and programming methods including HB2 have been established. In addition Botetourt County has requested to join the Greenway Commission. This update will focus on expanding the greenway system into

Botetourt County and other identified rural areas, incorporating the system into the multimodal network, identifying connections with the regional pedestrian, bicycle, and transit networks, enabling connectivity with neighborhoods and multimodal centers, and reviewing implementation strategies.

- **Franklin County Trail Connection Feasibility Study** – Assist Franklin County in studying and determining the feasibility of providing non-motorized transportation connections to the Roanoke River Greenway or Explore Park.

Deliverable End Products: 1) Route 76 Corridor Study, 2) Bicycle and Pedestrian Mapping, 3) Long-Range Trail Connections Plan and identified funding sources, 4) Develop resource list and timeline to assist with Botetourt greenway projects and 5) Updated Regional Greenway Plan.

C. Corridor Studies and Traffic Analysis ($)

Description: Analysis of existing and future corridor conditions, as well as the evaluation of traffic conditions at specific intersections or proposed developments. This item will include the following projects:

- **Franklin County and Boones Mill Wayfinding Signage** – Including the Town of Boones Mill in a continuation of Franklin County's wayfinding signage program; and to build upon the wayfinding proposals of the Town of Rocky Mount with ideas, locations, funding sources and design for tourists and citizens to locate points of interest in the County to improve tourism/recreation.

Deliverable End Product: Continued implementation of Franklin County's Wayfinding Signage program.

D. Public Transportation Planning and Analysis ($)

Description: Provision of studies, reports and analysis on the connection and potential provision of public transportation services to rural portions of the Roanoke Valley-Alleghany Region.

- **Public Transportation to Regional Rail Stations** – Assist Franklin County with technical assistance to investigate the feasibility of using existing (e.g. RADAR, Ferrum Express) or some other form of public transportation to transport individuals to the Roanoke, Lynchburg and Bedford rail stations.

- **Alleghany Highlands Public Transportation Connection to Roanoke Valley Study** – Assist Clifton Forge in evaluating commuter patterns and potential demand for bus transit connections between the Alleghany Highlands and the Roanoke Valley,

- **Alleghany Highlands Transit Service Evaluation** - Analyze the ridership of transit in the Alleghany Highlands with a focus on the effectiveness of currently provided transit services in the area.

Deliverable End Product: 1) A study with multiple scenarios/recommendations on how to transport individuals to regional rail stations and 2) Commuter and ridership statistics between the Highlands and the Roanoke Valley and recommendations for new or modified public transportation services.

E. VDOT Outreach Meetings and Data Review ($)

Description: Participate in outreach meetings and review data as requested by VDOT throughout the fiscal year pertaining to:

- VTrans webinars regarding Needs Consolidation / Recommendations and HB2 Regional Meetings
- Compilation of available regional (current and future) land use GIS layers and attribute data for updating Statewide Planning System and Statewide Travel Demand Model
- Participate in meetings with VDOT staff regarding Title VI and Environmental Justice compliance
- Participate in the Fall Transportation Meeting held in your region and provide a display to serve as outreach to the region's citizens.
- Capture unavailable regional GIS land use and attribute data using VDOT templates
- WEBEX Webinars (various topics and on a monthly basis)
- HB2 Prioritization
- Virginia Surface Transportation Plan Update (VSTP)
- Bicycle and Pedestrian planning
- Freight planning
- Other meetings and data review as requested by VDOT.

Deliverable End Product: Specific assistance to be requested by VDOT or necessary to provide input into the statewide transportation planning process.

F. General Technical Assistance ($)

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 FY 2017 as opportunities and needs arise; however, circumstances may not permit all subtasks to be finalized by the end of the fiscal year.

- ***General Technical Assistance*** to local governments, planners and citizens as requested. Specifically in FY'17, provide assistance to rural localities in the development of Urban Development Areas.
- **Public Transportation Assistance** – Staff will continue to provide planning and development support as needed to the Mountain Express, CORTRAN and localities as needed and/or requested. As of the date of this Work Program, Franklin County has requested general technical assistance with studying the feasibility of a water taxi or other form of public transportation to transport individuals to different parts of Smith Mountain Lake.
- ***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 Alternative Assistance*** – Local government assistance on the preparation of Transportation Alternative (TA) 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.

SPR Funds (80%)	**$58,000**
PDC Funds (20%)	**$14,500**
Total Budgeted Expenditure for Program Activities	**$72,500**

III. BUDGET

Tasks	VDOT (SPR)	Local	Total
Program Administration A. Program Management B. RTPAP Scope of Work **Total Administration**	**$**	**$**	**$**
Program Activities A. RLRP Project Prioritization B. Bicycle and Pedestrian Planning C. Corridor Studies and Traffic Analysis D. Public Transportation Planning & Analysis E. VDOT Outreach Meetings & Review F. General Technical Assistance **Total Program Activities**	**$**	**$**	**$**
TOTALS	**$58,000**	**$14,500**	**$72,500**