

FY 2009
Rural Transportation Planning Assistance Program
SCOPE OF WORK
for the
Roanoke Valley-Alleghany Regional Commission
(July 1, 2008 – June 30, 2009)



Approved by the Roanoke Valley-Alleghany Regional Commission –

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 28th day of February, 2008

RESOLUTION

Approval of the FY 2009 Rural Transportation Planning Assistance Program Scope of Work

WHEREAS, the *FY 2009 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; 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 2009 Rural Transportation Planning Assistance Program Scope of Work*, as presented.

Howard C. Packett
Acting 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 21st 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. Also, as part of this SPR funding allocation, VDOT has established a pool of funds available for *additional* transportation planning projects through a competitive *grant* application process. 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 III

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: To be provided by VDOT.

B. Covington Comprehensive Plan – Transportation Element.

Description: The Regional Commission will be assisting the City of Covington during FY 2009 with the development of its Comprehensive Plan. 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. This project will also coordinate with an effort to examine relationships between transportation, housing, and employment.

Deliverable End Product: Transportation element of the City of Covington Comprehensive Plan, including maps and data on all modes of transportation (as specified in the Code of Virginia).

C. Expansion of Public Transportation Service in the Alleghany Highlands.

Description: Assist RADAR and the localities in the Alleghany Highlands in evaluating the expansion of public transportation service. RADAR currently operates the Mountain Express in and between Covington, Clifton Forge, and Iron Gate, Monday through Friday. They are considering increasing the frequency of service on the present route, as well as expanding to service to additional locations in Alleghany and Rockbridge Counties.

Deliverable End Product: 1) Create demographic profile of the proposed service area; 2) Estimate ridership of new routes; 3) Produce maps of routes and stops.

D. Air Quality Planning.

Description: The local governments (Counties of Botetourt and Roanoke, Cities of Roanoke and Salem and Town of Vinton) entered into an Ozone Early Action Compact (EAC) with the Virginia Department of Environmental Quality (DEQ) and the Federal Environmental Protection Agency (EPA) in late December 2002. This agreement led to the development of an Ozone Early Action Plan (EAP) in March 2004. Staff will focus on implementation of various transportation and transportation demand related strategies contained in the plan. The region will enter a “maintenance period” for the EAP after the summer of 2007. At this time RVAMPO staff will begin the groundwork for a voluntary regional compact concerning fine particulate matter (PM 2.5). This task will also include website improvements geared towards Ozone and PM 2.5 information dissemination.

Deliverable End Product: 1) Implementation of transportation and transportation demand related strategies outlined in the adopted Ozone Early Action Plan (EAP); 2) Establishment of process for fine particulate matter (PM 2.5) voluntary regional compact

E. 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 FY 2009 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 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
Program Administration			
A. Program Management	\$6,568	\$1,642	\$8,210
B. RTPAP – Scope of Work	\$1,642	\$411	\$2,053
Program Activities			
A. Regional Long-Range Transportation Plan: Phase III	\$21,673	\$5,419	\$27,092
B. Covington Comprehensive Plan – Transportation Element	\$4,218	\$1,054	\$5,272
C. Expansion of Public Transportation Service in the Alleghany Highlands	\$3,409	\$852	\$4,261
D. Air Quality Planning	\$1,498	\$374	\$1,872
G. General Technical Assistance, Technical Support Activities	\$8,992	\$2,248	\$11,240
TOTAL	\$48,000	\$12,000	\$60,000